

# City of Framingham **FY'19 Annual Report**



**Dr. Yvonne M. Spicer, Mayor**  
**September 20, 2019**



September 20, 2019

The Honorable City Council

City of Framingham

150 Concord Street

Framingham, MA 01702



Dear Honorable Councilors and Framingham Residents,

As a City, we continue to evolve, and with that comes some growing pains. I'm proud of our progress and excited about our future. I remain focused on the five pillars I committed to Framingham when I was elected: (1) Smooth transition to a city form of government; (2) Excellence in education and schools; (3) Invigorating our economy; (4) Investing in our people; and (5) Preservation of assets, resources, and quality of life. Our efforts have been aligned to one or more of these pillars.

I'm always thrilled to see Framingham by the numbers which this report illustrates beautifully. Below are a few of the key statistics and accomplishments from Fiscal Year 2019 (FY'19), tracked by the talented professionals who help make our City run every day.

- The City hired its first Sustainability Coordinator.
- Several new businesses opened their doors in Framingham in FY'19.
- The City Clerk's Office recorded 586 marriages; 1,527 births; and 800 deaths in Framingham this last fiscal year.
- People borrowed more than 500,000 items from the shelves of the library and downloaded 83,440 digital items.
- The Framingham Planning & Community Development Division led the charge in securing a future park at 150 Irving Street through innovative crowdfunding and a matching grant.
- Framingham's Health Department conducted almost 3,000 initial and follow-up inspections.
- The Sanitation Department collected 5,400 tons of curbside recyclables.
- Framingham Public Schools led a district-wide curriculum review for several content areas, resulting in an up-to-date scope and sequence aligned with state frameworks.
- 22,185 people of all ages registered in one or more of the programs offered by the Parks, Recreation and Cultural Affairs Division.
- The Framingham Fire Department responded to a total of 16,116 incidents in FY'19, of which 11,960 were calls for emergency service.

While our transition continues, life in Framingham progresses. I personally want to thank our dedicated staff who bring their best to our community every day.

I also work to move the needle for Framingham daily! This is my commitment as your Mayor. I won't back down from the mission. Framingham is worth it, and so are its residents.

It is my pleasure to present to you the FY'19 Annual Report.

Your Mayor,

A handwritten signature in blue ink that reads "Yvonne M. Spicer". The signature is fluid and cursive, with the first name being the most prominent.

Dr. Yvonne M. Spicer

# *In Memoriam*

Donald J. Croatti

Treasurer/Collector, Registrar of Voters  
Member, Planning Board and Assessors  
June 1, 1934 - January 11, 2019

John F. King

Selectman, School Committee member  
October 4, 1930 - February 3, 2019

Stephen C. Ryder

"Mr. Framingham"

Registrar of Voters, teacher & coach, Marian High School  
February 8, 1939 - November 2, 2018



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In the last fiscal year, we accomplished some of what I hoped but not all.

Some examples include:

- Created a path to address the revitalization of Nobscot Plaza which had lain dormant for 25 years.
- Reaffirmed the value of diversity in Framingham by raising the Pride Flag over City Hall for the first time.
- Led the effort to create and get approval for the first Chief Diversity and Inclusion Officer in Framingham.
- Secured a new ambulance contract that provides greater services and updated equipment.
- Organized and executed the second annual Flag Day Parade.
- Established a Naming Policy to honor residents who have contributed greatly to Framingham.
- Built the future of government leadership with the initiation of the Mayor-led 2030 Council and the Youth Council, which was established by a young resident.
- Broke ground on the new Fuller Middle School.

The key to these accomplishments is communication.

Ongoing communication with both the City Council and residents is incredibly important. When I became Mayor, I wanted to keep the lines of communication open between the executive and legislative branches of the government. I established a standing weekly meeting with the Chair of the City Council and a biweekly meeting with the Vice Chair. In addition, I scheduled 31 City Council office hours during FY'19 during which Councilors could book time to talk with me, one on one, about any issue in his or her district. I look forward to continuing that tradition in the next fiscal year.

## **FY'19 MAYORAL COMMUNICATION**

Community Hours: 31

Coffee Talks: 18

Community Conversations: 4

I always receive great insight from our residents. I strive to be approachable and work hard to demonstrate that. I've met many residents at my Community Hour at City Hall (nearly every week); Coffee Talks around Framingham; Community Conversations and City events like the Back to School Picnic, Trick or Treat at City Hall, Veteran's and Memorial Day programs, Tree Lighting, Flag Day, MetroFest, among others.

Having the right people in place is as important as communication. I have established a Mayor's Office that reflects an investment in talent that is diverse, broad, and reflective of the city in which we live. My office is gender, racially, culturally, and linguistically diverse, and collectively has talent and expertise in a broad range of areas. Most importantly, we are committed to working side by side to build a brighter Framingham.

## **Chief Operating Officer, Thatcher Kezer III**

The Chief Operating Officer is second in command to the Mayor and runs the day-to-day operations of the City.

## **Senior Advisor of External Relations, Jacquetta Van Zandt**

The Senior Advisor of External Relations maintains strong and trusted external relationships with stakeholders, policymakers, and organizations to accomplish the Mayor's short and long term goals. The position assists in the development and evaluation of policies and constituent issue-oriented inquiries, and provides guidance on significant policy, organizational and municipal opportunities.

## Citizen Participation Officer, Alaa Abusalah

The Citizen Participation Officer position was created by the City Charter and is aimed at increasing engagement between residents and local government. Duties include working with City staff, boards, and committees to enhance public engagement, processing citizen questions and complaints and meeting public notice requirements.

### FY'19 Accomplishments

- Promoted participation, training, and served as the Mayor's liaison to 38 City Boards and Commissions;
- Streamlined Boards and Commissions application process;
- Served as the contact for residents calling the City for assistance and worked with various divisions to resolve resident concerns, questions, or requests for information.

## Public Information Officer/Webmaster, Kelly McFalls

The Public Information Officer/Webmaster manages strategic communication initiatives including social media for the City, collaborating with Division Heads and community stakeholders. This position also maintains the City's Website.

### FY'19 Accomplishments

#### Communications Tools

- Distributed 58 press releases, media alerts, and/or statements;
- Launched a newsletter with a 56% open rate and a link click rate of 18%.

### The City's Social Media statistics

#### FaceBook:

4,882 likes | 5,238 followers

#### Twitter:

4,097 follower

#### Instagram:

1,056 followers

### Website statistics

Site Visits: 623,794

Page Views: 1.06 M

Unique Visits: 817k

Searches: 26k

2.8 Actions per visit (page views, downloads, and internal site searches)

## Records Access Officer, Todd Palmer

The Records Access Officer coordinates responses to requests for access to public records; assists individuals seeking public records in identifying the records requested; assists the custodian of the records in preserving public records; and prepares guidelines that enable requestors to make informed decisions.

### FY'19 Accomplishments

#### Public Records Statistics:

- Responded to 1,933 public records requests

## Executive Administrative Assistant, Jennique Horrigan

The Executive Administrative Assistant is the chief scheduler for the Mayor and the Chief Operating Officer. This position prepares memos, letters, and other documents.

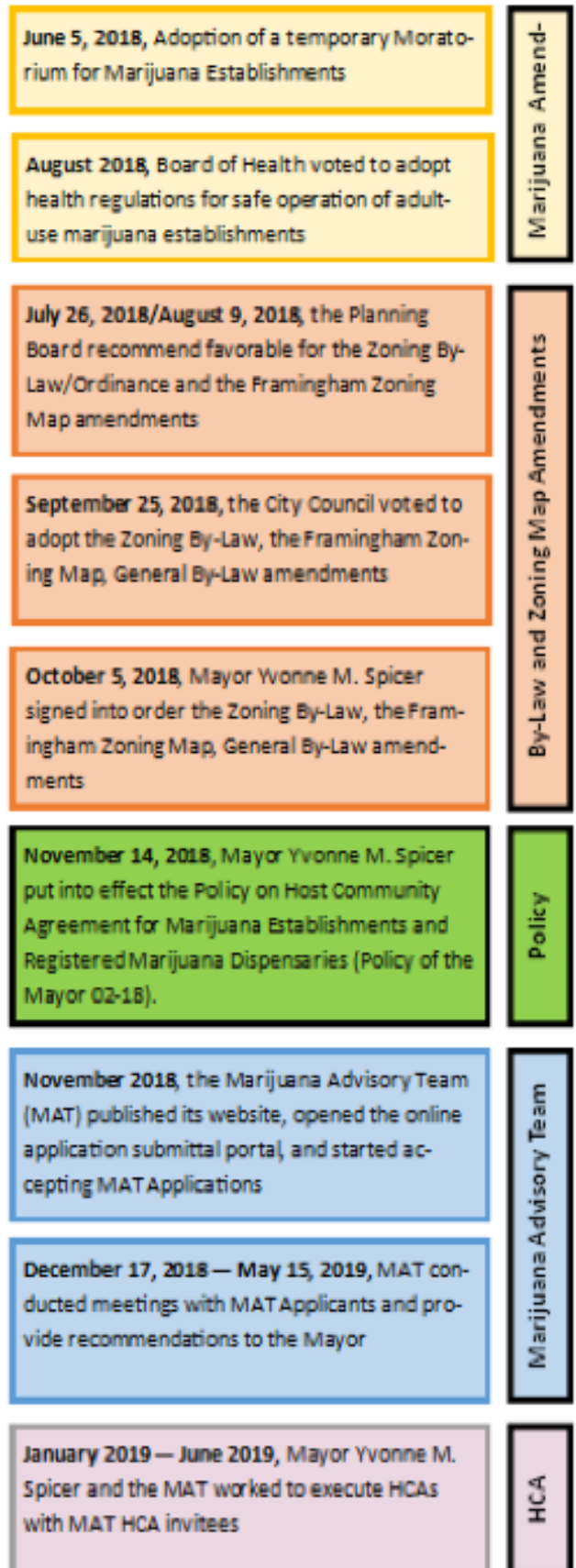
## MARIJUANA REGULATION

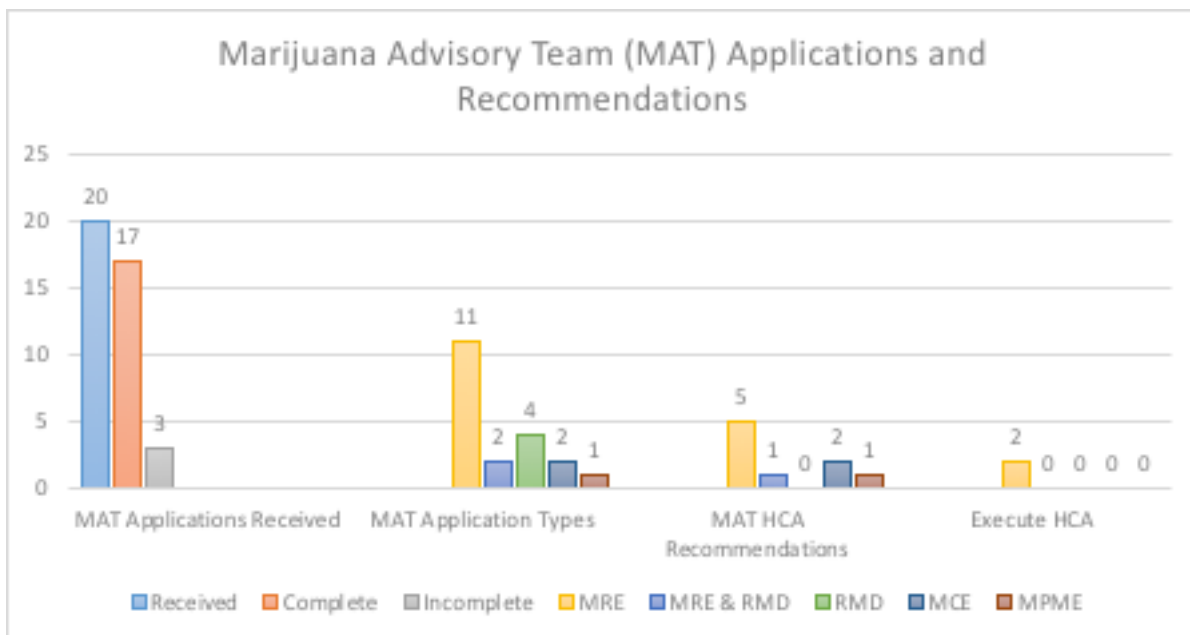
The City of Framingham, through its Mayor, municipal departments, and City Council, worked throughout FY'19 to establish regulations for marijuana establishments and registered marijuana dispensaries to protect public health and safety through an open and transparent process. During the past year, the City adopted both Zoning Ordinances and General Ordinances for the regulation of the time, place, and manner of operation for marijuana establishments as permitted under M.G.L. c. 94G, § 3. In addition, the Marijuana Advisory Team (MAT) created under the Policy of the Mayor (02-18) on Host Community Agreements for Marijuana Establishments and Registered Marijuana Dispensaries ["Mayor's Policy (02-18)"] completed thorough, careful review of applications for Host Community Agreements. (MAT Annual Report, 2019)

The graphic process representation provides an overview of the process associated with the regulation of marijuana in Framingham as well as the Fall 2016 favorable vote on Question Four - Recreational Marijuana. On July 28, 2017, Governor Charlie Baker signed House Bill 3818, which provides an outline and guidance for non-medical marijuana use, the operation of marijuana related businesses, and local control of marijuana within the Commonwealth.

In FY'19, a majority of the work associated with the regulation of marijuana establishments in Framingham revolved around policy development and implementation, along with permitting. The Marijuana Advisory Team (MAT) was instrumental in the review and recommendation to the Mayor for consideration of a Host Community Agreement (HCA). Upon receipt of an invitation of a HCA, respective marijuana establishments would be responsible for obtaining the necessary permits and approvals from the Planning Board, Board of Health, Department of Inspectional Services, in addition to the Cannabis Control Commission prior to operation. Below is a graph that represents the number of MAT Applications, breakdown of the type of MAT Applications, the number of MAT Applications that have received recommendations to the Mayor for an HCA, and the number of executed HCAs by the Mayor.

For more information on the regulation and MAT processes please review the Marijuana Advisory Team Annual and Quarter Reports.





*MRE – Marijuana Retail Establishment*  
*RMD – Registered Marijuana Dispensary*  
*MCE – Marijuana Cultivation Establishment*  
*MPME – Marijuana Product Manufacturer Establishment*

## LICENSE ADMINISTRATION

The Licensing Office reviews and processes license and permit applications in accordance with state laws and regulations as well as City policies, ordinances, and bylaws. Per the Charter, Mayor Spicer established the first Board of License Commissioners (“The Board”), by appointing five members on February 12, 2018. The Licensing Coordinator reviews applications, schedules public hearings, and prepares meeting documents, enabling the Licensing Commissioners to make informed, thoughtful decisions.

**Diane R. Willoughby, Licensing Coordinator**

At open hearings, the first of which was legally noticed for April 30, 2018, the Board discussed potential changes to the Rules and Regulations Governing Alcoholic Beverages. The last update to this document was January 1, 2016. Licensees and stakeholders were given an opportunity to participate in discussions on best practices and other potential changes. These meetings will continue until a final version is voted on. The Board will provide licensees with copies of amendments at least seven days prior to their effective date in accordance with Framingham General Bylaw Article V Health & Safety S. 1.1.2.

Mayor Spicer granted 20 waivers to the Framingham General Bylaw Article V Health and Safety S. 13, allowing retail food sales between 1:00 a.m. and 6:00 a.m. to support local businesses.

The Board conducted 18 alleged alcohol violation hearings. Each licensee was given penalties which included, but not limited to, a one-day to a 16-day suspension to be served and payment of a \$300 investigation fee per license.

In FY'19, the Office issued, with the Board's, City Council's or Police Department's approval, 498 licenses and permits in the following categories:

<b>Under Authority of Board of License Commissioners:</b>	<b>Quantity</b>
Liquor License for Restaurants, Hotels, Clubs and Retail Package Stores (4 of these were transfers or new licenses)	84
Malt and Wine Farmer Brewery License	2
One-day Liquor License for events held at the various locations	25
Common Victualer Restaurant License (dine-in establishments) (12 of these were transfers or new licenses)	143
Innholder's License	6
Lodging House License	12
Class I New Auto Dealer License	7
Class II Used Auto Dealer License	34
Class III Auto Parts License	2
Entertainment License - Common Victualer Licensed Location	37
Coin-Operated Machines License	11
<b>Under Authority of City Council:</b>	
Junk, Old Metals or Second Hand Articles License	14
Billiard Table (not coin operated) Permit	2
Hawkers & Peddlers License	6
Solicitor License	30
Taxi Cab Company Permit	2
Taxi Cab License	28
Livery License	7
<b>Under Authority of Mayor:</b>	
Carnival License	4
Entertainment License - non-Common Victualer Licensed Location	14
Public Entertainment on Sunday License	26
<b>Under Authority of Police Department:</b>	
Auctioneer's License	1

## Staff

Lisa A. Ferguson, City Clerk

Emily L. Butler, Assistant City Clerk

Jeanette Galliardt, Executive Assistant

## Members

The City Council is the sole legislative body of the City and is therefore responsible for passing all City ordinances. The City Council is made up of 11 members which shall exercise the legislative powers of Framingham. Two of these members are known as Councilors-at-Large and nine members are known as District Councilors.

## Terms

Councilors-at-large serve a four-year term; district councilors serve a two-year term. All Council terms begin on the first day of January in the year following the election. No person shall hold the office of Councilor-at-Large for more than three consecutive full four-year terms and no person shall hold the office of District Councilor for more than six consecutive full two-year terms.

## Purpose

The City Council serves as a link between the citizens of Framingham and their municipal government. Councilors help constituents by connecting them to resources, services, and City departments. They serve as advocates for all Framingham residents. Through their work, City Councilors will ensure that Framingham continues to be a great place to live, work, and play. City Council powers are dictated by Charter and by state law. The Council meetings are generally held on the first and third Tuesdays of the month.

## Subcommittees

There are seven subcommittees of the Council that meet on a regular basis. The committees consist of: Appointments Subcommittee, Economic Development Subcommittee, Education Subcommittee, Environment Subcommittee, Finance Subcommittee, Planning and Zoning Subcommittee, and Ordinance and Rules Subcommittee.

### Appointments Subcommittee

The Appointments Subcommittee shall be comprised of five (5) Council members and may review, if assigned to it by the full Council or Council Chair, all suggested appointments by the Mayor that are subject to Council oversight. After review, the subcommittee shall present its recommendations to the full Council for approval or rejection.

Members: Cheryl Tully Stoll, Chair, Michael P. Cannon, Dennis L. Giombetti, Margareth Basilio Shepard, Edgardo A. Torres

## City Councilors

At Large

George P. King, Jr.

At Large

Cheryl Tully Stoll

District 01 (Precincts 1 & 2)

Charles Sisitsky, Vice Chair

District 02 (Precincts 3 & 5)

Pam Richardson

District 03 (Precincts 4 & 7)

Adam Steiner

District 04 (Precincts 6 & 9)

Michael Cannon

District 05 (Precincts 8 & 12)

Dennis Giombetti, Chair

District 06 (Precincts 10 & 11)

Michael Rossi

District 07 (Precincts 13 & 14)

Margareth Shepard

District 08 (Precincts 15 & 18)

Judith Grove

District 09 (Precincts 16 & 17)

Edgardo Torres

### Economic Development Subcommittee

The Economic Development Subcommittee shall be comprised of five (5) Council members and shall assume tasks assigned to it by the full Council and Council Chair. After taking action on a measure, the subcommittee shall present its recommendations to the full Council for approval, rejection or general informational purposes.

The goals and mission of the subcommittee are to further and foster all forms of economic development as well as initiatives that will lead to better conditions for businesses and residents in the City of Framingham. These initiatives can pertain to recommendations regarding general business climate in the City, processes and procedures, permit fees, land use, commercial development and redevelopment, and the promotion of Framingham as a great place to do business.

Members: Michael P. Cannon, Chair, Dennis L. Giombetti, Margareth Basilio Shepard, Cheryl Tully Stoll, Edgardo A. Torres

### Education Subcommittee

The Education Subcommittee shall be comprised of three (3) Council members and may review and address matters directed to it by the full Council or the Council Chair. Areas of potential responsibility include the following:

- Collaboration with the Framingham School Committee and Superintendent on matters of significance to the broader Framingham community.
- Engagement with educational institutions beyond the Framingham Public Schools including private preschools and elementary and secondary schools, Christa McAuliffe Charter School, Keefe Regional Technical School, MassBay Community College, Framingham State University, and other educational programming in the City of Framingham.
- Examination of educational matters with significance for racial, geographic, and economic equity.
- Guiding community engagement on educational issues of importance to Framingham residents without a direct connection to the public school system.
- Supporting long-range capital planning process including potential school construction as needed.

Members: Adam C. Steiner, Chair, Pam Richardson, Cheryl Tully Stoll

### Environment and Sustainability Subcommittee

The Environment and Sustainability Subcommittee shall be comprised of three (3) Council members and may consider any or all questions directed to it by the full Council or the Council Chair related to environmental issues and sustainability. The subcommittee will focus on: air, land and water pollution; solid and hazardous waste disposal and land reclamation; recycling and sustainability; energy saving and efficiency; and other matters related to the physical environment of Framingham. It will also monitor the impact of industry and development on the quality of life of our residents.

Members: Judith A. Grove, Chair, Pam Richardson, Edgardo A. Torres

### Finance Subcommittee

The Finance Subcommittee shall be comprised of five (5) Council members and may consider any or all questions appropriate for the purpose of considering the budget, including the creation of new positions to the payroll, changes to the employee classification plan, or any matters pertaining to increasing City of Framingham employee headcount.

Members: George P. King, Jr., Chair, Judith A. Grove, Michael M. Rossi, Charlie Sisitsky, Adam C. Steiner

### Planning and Zoning Subcommittee

The Planning and Zoning Subcommittee shall be comprised of three (3) Council members and may consider any or all proposed amendments to the zoning ordinances, zoning map, land use, planning and special permits, and any other such matters as may be referred to it by the full Council or the Council Chair.

Members: Charlie Sisitsky, Chair, George P. King, Jr., Michael M. Rossi

### Ordinance and Rules Subcommittee

The Ordinance and Rules Subcommittee shall be comprised of three (3) Council members and may consider matters relating to ordinances of the City, City Council rules, and any other such matters as may be referred to it by the full Council or the Council Chair.

Members: Pam Richardson, Chair, George P. King, Jr., Adam C. Steiner

## **Orders voted by City Council (January 1, 2018 – June 30, 2019)**

<b>Order Number</b>	<b>Orders by Topic</b>	<b>Meeting Date</b>
2019-072	Refer Layout to Planning Board: Fenwick Circle, Tomkins Lane, Lyman Way Extension, Glenbrook Road, Kara Ann Drive and Tally Ho Lane	06/25/2019
2019-071	Utility Petition – Proctor Street	06/25/2019
2019-070	Utility Petition – Howard Street	06/25/2019
2019-069	Authorize Site Host Agreement and Site License Agreement for EV Charging Station	06/25/2019
2019-068	Approve Naming of Sgt. Fred S. Murphy Memorial Square	06/18/2019
2019-067	Refer Juniper Hill School FY20 Capital Budget Amendment to Finance Subcommittee	06/04/2019
2019-066	Engage Powers Sullivan LLC for financial auditing services for FY2019 financial records	06/04/2019
2019-065-001	Approve Final FY19 Budget Adjustments	06/18/2019
2019-065	Refer final FY19 budget adjustment transfers to Finance Subcommittee	06/04/2019
2019-064	Ordinance for Regulating the Use of Municipal Vehicles Assigned to Individuals	Postponed
2019-063	Utility Petition – Burr Street	06/04/2019
2019-062-001	Release of mitigation funds - 75 Concord Street	06/04/2019
2019-062	Refer review of release of mitigation funds for 75 Concord Street to Finance Subcommittee	05/21/2019
2019-061-001	Approve Release of mitigation funds - 480 Franklin Street	06/04/2019

Order Number	Orders by Topic	Meeting Date
2019-061	Refer review of release of mitigation funds for 480 Franklin Street to Finance Subcommittee	05/21/2019
2019-060	Approve Three-Year Lease Agreement for Public Health Clinic	06/04/2019
2019-059	Amend General Bylaws Article VIII, Business and Commerce Provisions, Marijuana Establishment, Section 9.9	06/04/2019
2019-058	Amend Official Rules of the City Council	05/21/2019
2019-057	Accept Conservation Restriction on land at 152 Grove Street	05/21/2019
2019-056	Accept Conservation Restriction at 0 Pleasant Street	05/21/2019
2019-055	Approve transfer of funds from Handicap Parking Fine Account for disability programs	05/21/2019
2019-054	Grant Seasonal Hawkers and Peddlers License to Frank Sacchetti and Robert McGonagle of Frosty Ice Cream	05/21/2019
2019-053	Request additional FY20 appropriation for Downtown Initiative	05/07/2019
2019-052	Acceptance of Chapter 329 of the Acts of 1987 - Increase annual school budget	05/07/2019
2019-051-004	Approve FY20 Salary Schedule	06/18/2019
2019-051-003	Approve FY20 Capital Budget	06/18/2019
2019-051-002	Approve FY20 Operating Budget	06/18/2019
2019-051-001	Retain FY19 Classification Plan until October 1, 2019	06/18/2019
2019-051	Refer Mayor's FY20 Municipal Budget to the Finance Subcommittee	05/07/2019
2019-050	Amendment of use of easement Barbieri Water Line	05/07/2019
2019-049	Designate new official voting equipment and discontinue use of Accu-vote Machines	05/07/2019
2019-048-001	Approve appropriation for Net Metering Credit Payments and authorize payment of Prior Year Bills	06/04/2019
2019-048	Refer appropriation of free cash for net metering credits to Finance	04/30/2019
2019-047	Approval of Bargaining Agreement Framingham Police Dispatchers SEIU Local 888 7-1-16 to 6-30-17	05/21/2019
2019-046-001	Authorize payment of unpaid FY18 bills from School Department	05/21/2019
2019-046	Refer January 2019 submission of additional unpaid School Department bills to Finance	04/30/2019

Order Number	Orders by Topic	Meeting Date
2019-044	Approve Preservation Agreement of Sarah Claves House	05/21/2019
2019-043	Establish No Parking in cul-de-sac of Sealtest Drive and to amend the Traffic Rules and Orders accordingly	04/16/2019
2019-042	Add Signage in area of Gates Street and Salem End Road and to amend Traffic Rules and Orders accordingly	04/16/2019
2019-041	Designate School Zone at 454 Water Street and amend Traffic Rules and Orders Accordingly	04/16/2019
2019-040	Authorize Refund of Hawker Peddler License Fees Relative to Change in Bylaw	04/16/2019
2019-039	Approve Second Hand Junk Old Metals Licenses	04/16/2019
2019-038	Approval of Season Hawkers Peddlers License - Refreshin' Concession	04/16/2019
2019-037	Utility Petition - Summer Street	04/16/2019
2019-036	Refer new section of General Bylaws under Article V relative to Nuisance Noise to Environment and Sustainability Subcommittee	04/02/2019
2019-035	Refer review of Policy for the Regulation of Taxicabs and Livery to the Ordinance and Rules Subcommittee	04/02/2019
2019-034-001	EDIC Appropriations	04/30/2019
2019-034	Refer appropriation for EDIC to Finance Subcommittee	04/02/2019
2019-033-001	Transfer of funds from ZBA budget to EDIC budget	04/16/2019
2019-032	Approve amended agreement for Regional Vocational High School District	04/02/2019
2019-031	Authorize Release of Interest in Designated Easement Area on Howard Street and Grant Airspace Easement at 75 Concord Street	04/02/2019
2019-030	Utility Petition - Winter Park Road	04/16/2019
2019-029	Utility Petition - Howard Street	04/16/2019
2019-028-001	Acceptance of FY2020 CDBG and HOME Funds	04/30/2019
2019-028	Refer FY20 CDBG budget to Finance Subcommittee	03/19/2019
2019-027-001	Approval of amendments to Zoning Bylaw Adult Housing	04/30/2019
2019-027	Refer Active Adult Housing amendment to Planning and Zoning Subcommittee	03/19/2019
2019-026	Approve annual livery licenses	03/19/2019

Order Number	Orders by Topic	Meeting Date
2019-025	Approve annual taxi permits	03/19/2019
2019-024	Flammables License amendment - Genzyme, 74 New York Avenue	04/02/2019
2019-023	Utility Petition - A Street	03/19/2019
2019-022	Utility Petition - Grant Street	03/19/2019
2019-021	Council joins International Code Council	03/05/2019
2019-020	Amend Traffic Rules and Orders to set parking meter rates and hours of enforcement	03/05/2019
2019-019	Adopt MGL, Chapter 90, Section 17C on a city-wide statutory speed limit to 25mph	03/05/2019
2019-018-001	Authorize budget transfer for JMLC police contract award	02/19/2019
2019-018	Refer budget transfer relative to police contract award to Finance Subcommittee	01/29/2019
2019-017	Appropriate \$58,000 for the public acceptance of Fenwick Circle	03/05/2019
2019-016-004	Refer Appointments to Board of Assessors Fr. Union Grants Panel Fuller Building Committee and Traffic Commission	08/13/2019
2019-016-003	Approve Mayor's candidates for Historic District and Human Relations Reject Mayor's candidate for Veterans' Council	03/19/2019
2019-016-002	Amend appointment term for Framingham Housing Authority Board of Commissioners	03/05/2019
2019-016-001	Refer Mayor's appointments to the Historic District Commission, Human Relations Commission, and Veterans Council to Appointments Subcommittee	03/05/2019
2019-016	Confirm Mayor's reappointment of Tiel Wadland and Stuart Pologe to Board of License Commissioners	03/05/2019
2019-015-001	Authorize FY19 operating budget transfers	03/19/2019
2019-015	Refer authorization of FY19 operating budget transfers to Finance Subcommittee	02/19/2019
2019-014	Refer Bylaw Violations RE Article X, Section 1 and Article VIII, Section 9 to Ordinance and Rules Subcommittee	02/19/2019
2019-013	Creation of Welcoming Immigrant Task Force	02/19/2019
2019-012	Approval of installation of all way stop signs Warren Road and Dennison Avenue intersection	02/19/2019
2019-011	Authorize use of Handicap Parking Fine Account Funds for Adaptive Skating Program	02/19/2019

Order Number	Orders by Topic	Meeting Date
2019-010-001	Authorize additional FY18 Unpaid Bills (Non-School)	02/19/2019
2019-010	Refer matter of unpaid FY18 bills (Non-School) to Finance Subcommittee	01/29/2019
2019-009	Approval of Mayor's FY19 capital budget request for Mary Dennison Park	12/04/2018 & 01/29/2019
2019-008-001	Amend Livery License for Around Town Youth Rides LLC - New Driver and Vehicle Replacement	07/16/2019
2019-008	Approve amended livery license for Around Town Youth Rides, LLC	01/29/2019
2019-007	Authorization of FY19 operating budget transfers to cover increased recycling expenses	01/15/2019
2019-006	Authorize FY19 capital budget request for fire engines	01/29/2019
2019-005-002	Appointment of Youth Council members	06/04/2019
2019-005-001	Adopt ordinance creating Youth Council and amending Article I, Section 2.3	02/19/2019
2019-005	Refer ordinance to create Youth Council to Education Subcommittee	01/15/2019
2019-004	Resolution in support of the creation of a Cultural District	01/15/2019
2019-003-001	City Council Appointments to Strategic Initiative and Financial Oversight Committee (SIFOC)	02/19/2019
2019-003	Refer candidates for appointment to SIFOC to Appointments Subcommittee	01/08/2019
2019-002	Refer potential ballot question RE Community Preservation Act to Environment and Sustainability Subcommittee	01/08/2019
2019-001-001	Amend the Zoning Bylaw Relative to Village Zoning	07/16/2019
2019-001	Refer proposed Village Zoning Bylaw to Planning Board	01/08/2019
2018-118-001	Confirm Mayor's Appointees to the Regional Vocational School Committee	01/08/2019
2018-118	Refer Mayor's candidates for Regional Vocational School Committee to Appointments Subcommittee	12/18/2018
2018-117-001	Approve \$600,000 budget transfer for Fire Station 2	01/15/2019
2018-117	Refer budget transfer of \$600,000 for Fire Station 2 to Finance Subcommittee	12/18/2019
2018-116-001	Authorization of payment of unpaid FY18 bills from the School Department	02/19/2019
2018-116	Refer request to pay unpaid FY18 bills from School Dept. to Finance Subcommittee	12/18/2018

Order Number	Orders by Topic	Meeting Date
2018-115	Pool table renewal permits issued to Portuguese Club and Route 9 Sports Pub	12/18/2018
2018-114	Grant livery license to Emil Igwenagu, Focal Points Health Care, LLC.	12/18/2018
2018-113	Utility Petition - Summer Street	12/18/2018
2018-112	Approve expenditure from Handicap Parking Fine Account for holiday parking enforcement	11/20/2018
2018-111	Approve Council meeting dates for January - June 2019	11/13/2018
2018-110	Refer Plastic Bag Ban to Environment and Sustainability Subcommittee	11/20/2018
2018-109-002	Refer new section of Zoning Bylaw for Accessory Dwelling Units to Planning and Zoning Subcommittee	08/13/2019
2018-109	Refer proposed new section of Zoning Bylaw relative to Accessory Dwelling Units to Planning Board	11/13/2018
2018-108	Utility petition - Winter Park Road (Petition withdrawn; See Order 2019-030)	11/13/2018
2018-107	Adopt a Residential Factor-CIP Shift of 1.72 with a CIP rate of 33.55 for FY19	10/20/2018
2018-106	Issue Second Hand, Junk , Old Metals License to Roman Vynnytskyi, DBA Golden Circle	11/20/2018
2018-105	Utility petition - Thelma Road	03/05/2019
2018-104-001	Appointment of Police Chief	10/23/2018
2018-104	Refer Police Chief appointment to Appointments Subcommittee	10/16/2018
2018-103	Approve December 11, 2018 Special Election and ballot language	10/16/2019
2018-102	Grant Seasonal Hawker Peddler License to Springers Wholesale Flowers	10/16/2018
2018-101-001	Approve Layout and Acceptance of Streets and Related Easements (A portion of Alan Street, Arbor Way, Arnold Road, Laverdure Circle, a portion of Pitt Road, and Salvi Drive)	10/30/2018
2018-101	Refer to Planning Board the layout, acceptance of streets and related easements – Arbor Way, Arnold Road, Laverdure Circle, a portion of Pitt Road, Salvi Drive, a portion of Alan St.	10/02/2018
2018-100	Water and Sewer Pricing System ordinance	10/02/2018
2018-099-001	Approve appropriation for Fuller Middle School project	10/30/2018
2018-099	Approve appropriation for Fuller Middle School project	10/30/2018

Order Number	Orders by Topic	Meeting Date
2018-098	Confirm appointment of Emily Butler as Assistant City Clerk	09/25/2018
2018-097	Engage Lynda Caines for minute taker services for Council and Sub-committee meetings	09/06/2018
2018-096	Engage Powers and Sullivan, LLC for financial auditing services	09/06/2018
2018-095-001	Approve budget transfers within FY19 Community and Economic Development Budget	10/30/2018
2018-095	Refer to Finance Subcommittee Mayoral request to transfer funds within Community and Economic Development Budget	09/06/2018
2018-094	Approve Marijuana Ordinances - General Bylaw and Zoning Bylaw (See 2018-063)	09/06/2018
2018-093	Approve Intermunicipal Agreement with Town of Wayland for Potter Road bridge maintenance	09/06/2018
2018-092	Approve Lease Agreement with Cellco for wireless communication space at 100 Western Ave.	09/06/2018
2018-091	Utility Petition - Howard Street	09/06/2018
2018-090	Authorize expenditure from Handicap Parking Fine Account for Book-mobile Project - Disability Commission	09/06/2018
2018-089	Appoint Executive Assistant to the City Council	08/21/2018
2018-088	Approve Amendment to City Bylaws RE John Hemenway House Historic District	08/21/2018
2018-087	Add Position of City Clerk to the Compensation and Classification Plan	08/21/2018
2018-086-005	Approve Mayor's Candidates for Board of Health and Citizen Participation Officer	12/04/2018
2018-086-004	Refer Mayor's Candidates for Board of Health and Citizen Participation Officer to Appointments Subcommittee	11/13/2018
2018-086-003	Appoint Mayor's Candidates to Boards, Committees and Commissions - Partial	10/30/2018
2018-086-002	Refer Mayor's candidates to Boards, Committees and Commissions to Appointment Subcommittee	10/24/2018
2018-086-001	Appoint Mayor's candidates to Boards, Committees and Commissions - Partial	08/21/2018
2018-086	Reject Mayor's candidates to Boards, Committees and Commissions	07/19/2018
2018-085-001	Appoint Lisa A. Ferguson as City Clerk	08/21/2018
2018-085	Appoint Lisa A. Ferguson as Acting City Clerk	07/19/2018

Order Number	Orders by Topic	Meeting Date
2018-084	Refer proposed amendment to City Bylaws RE Noise Ordinance to Task Force	07/19/2018
2018-083	Approve FY17 unpaid bills submitted by CFO	07/10/2018
2018-082	Ratify renewal of Second Hand/Junk Licenses voted by Licensing Commission	07/10/2018
2018-081	Grant new livery license to JFK Transportation, Inc.	07/10/2018
2018-080	Grant Transfer of Billiard Table License from the Sports Pub to Route 9 Sports Bar	07/10/2018
2018-079	Refer Proposed Amendment to City Bylaws RE Transfer of Development Rights back to Planning Board	07/19/2018
2018-078	Accept resolution on Immigration Policy and Family Rights	06/19/2018
2018-077	Adopt Policy to Transfer Licensing Authority for Solicitor Licenses to the Framingham Police Dept.	06/01/2018
2018-076	Refer proposed Zoning Map and Zoning Bylaw Amendments from Recreational Marijuana Task Force to Planning Board for Public Hearing	06/19/2018
2018-075	Approve FY18 Capital Funding for Sudbury Landing retaining wall	06/19/2018
2018-074	Granting permanent and temporary easements RE MassDOT Project No. 607732	06/19/2018
2018-073	New Solicitor License - Joao Paulo Freitas	06/19/2018
2018-072	Refreshin' Concessions -- New Seasonal Hawker/Peddler License	06/19/2018
2018-071	Stardust Jewelers - Renewal of license to sell Second Hand Articles, Junk, Old Metals	06/19/2018
2018-070-001	Denial decision RE to Council denial of new license application of Conigliaro Industries to sell second hand articles, junk, old metals	07/10/2018
2018-070	Consideration of new application to sell Second Hand Articles, Junk, Old Metals - Conigliaro Industries	06/19/2018
2018-069	Approve amendment to City Bylaws RE Accessible Parking	07/10/2018
2018-068	Utility Petition - Concord Street	06/19/2018
2018-067	Refer Sudbury Landing retaining wall matter to Finance Subcommittee for review	06/05/2018
2018-066-001	Approve FY18 year-end budget transfers including City Clerk stipend	06/19/2018
2018-066	Approve FY18 year-end budget transfers as presented by CFO	06/05/2018

Order Number	Orders by Topic	Meeting Date
2018-065	Approval of Mayor's candidates for appointment to the Planning Board	06/05/2018
2018-064	Approve Conservation Commission acceptance of Conservation Restriction on Wayside Forest	06/05/2018
2018-063-003	Amendment to Marijuana Sales Bylaws	10/05/2018
2018-063-002	Amendment to Marijuana Zoning Bylaws	10/05/2018
2018-063-001	Refer Zoning Map and Zoning Bylaw Amendments relative to Adult-Use Marijuana to Planning Board for Public Hearing	06/19/2018
2018-063	Adopt temporary moratorium on licensing of Adult-Use Marijuana Establishments - Dec. 1, 2018	06/05/2018
2018-062	Approve the FY19 Capital Budget	06/05/2018
2018-061	Authorize Compensation and Classification Plan for annual review with positions deleted	06/05/2018
2018-060	Utility Petition - Howard Street	06/05/2018
2018-059	Appoint City Seal Development Committee members	05/22/2018
2018-058-001	Approve amendments to Zoning Bylaw and Zoning Map - Corporate Mixed Use Districts	12/18/2018
2018-058	Refer the matter of CMU Zoning Map amendments to the Planning Board for Public Hearing	05/22/2018
2018-057	Adopt MGL Chapter 41 §91 to Activate Local Option for Mayoral appointment of Constables	05/22/2018
2018-056-001	Approve reduction of Free Cash Allocation in FY19 Operating Budget	05/22/2018
2018-056	Accept the Finance Subcommittee recommendation for the FY19 Operating Budget	09/06/2018
2018-055	Approval of City Council meeting dates for July - December 2018	05/22/2018
2018-054	Approve Mayor's appointment of Veterans Services Officer - removed	05/15/2018
2018-053	Approval of Mayor's appointment of Carolyn R. Lyons as Treasurer-Collector	05/15/2018
2018-052	Adopt the Permanent City Council Rules	05/15/2018
2018-051-001	Approved FY19 CDBG budget	06/05/2018
2018-051	Refer FY19 CDBG budget to Finance Subcommittee	05/15/2018
2018-050	Refer amendment to Active Adult Housing Bylaw to the Planning Board	05/15/2018

Order Number	Orders by Topic	Meeting Date
2018-049	Utility Petition - Shawmut Terrace	05/15/2018
2018-048	Refer the Mayor's FY19 Operating Budget to the Finance Subcommittee	05/01/2018
2018-047	Utility Petition - Howard Street	05/01/2018
2018-046	Refer the Mayor's FY19-FY24 Capital Improvement Plan to the Finance Subcommittee	04/17/2018
2018-045	Refer subject of temporary moratorium on marijuana establishments to the Planning Board	04/17/2018
2018-044	Refer subject of availability of broadband internet services for students in free and reduced lunch program to the Education Subcommittee	04/03/2018
2018-043	Submit FY19 City Council budget recommendation to Mayor for inclusion in FY19 municipal budget	04/03/2018
2018-042	Approve collective bargaining agreement with Framingham Police Superior Officers Association	04/03/2018
2018-041	Approval of supplemental FY18 budget request for special curbside brush collection	04/03/2018 & 04/17/2018
2018-040	Utility Petition – Concord Street	04/03/2018
2018-039	Utility Petition – Blandin Avenue	04/03/2018
2018-038	Refer matter of Sustainability Coordinator and Sustainability Department to the Environment and Sustainability Subcommittee	03/20/2018
2018-037	Refer Review of Plastic Bag Bylaw and Environmental Impact of Sudbury River to Environment and Sustainability Subcommittee	03/20/2018
2018-036-002	Refer Mayor's appointments for the Traffic Commission to the Appointments Subcommittee	05/01/2018
2018-036-001	Refer Review of Plastic Bag Bylaw and Environmental Impact of Sudbury River to Environment and Sustainability Subcommittee	04/17/2018
2018-036	Refer Mayor's appointments for the Traffic Commission to the Appointments Subcommittee	03/20/2018
2018-035-001	Approve Amendment of General Bylaws, Article V111, Section 4 (Hawker Peddlers)	07/10/2018
2018-035	Refer Licensing of Hawkers and Peddlers (General Bylaws, Article VIII, Section 4) to the Economic Development Subcommittee	03/20/2018
2018-034	Refer funding for Collective Bargaining Agreement with Framingham Police Superior Officers Association to Finance Subcommittee	03/20/2018
2018-033	Request to the Mayor to earmark Eversource Settlement (\$500,000) for testing and cleanup of Mary Dennison Park	03/20/2018
2018-032	Add positions of City Auditor and Executive Assistant to the Compensation and Classification Plan	03/20/2018

Order Number	Orders by Topic	Meeting Date
2018-031	Utility Petition - Kendall Street	03/20/2018
2018-030	Utility Petition - Howard Street	03/20/2018
2018-029	Utility Petition - Summer Street	03/06/2018
2018-028	Joint Resolution on School Safety and Security and Gun Violence Prevention	03/06/2018
2018-027	Approve job descriptions for City Auditor and Executive Assistant to City Council	03/06/2018
2018-026-001	Approval of Sign Bylaw Amendments	04/16/2019
2018-026	Refer Review of the Sign Bylaw to the Economic Development Subcommittee	03/06/2018
2018-025	Utility Petition - Evergreen Street (MetroWest Medical Center)	03/06/2018
2018-024	Refer matter of vacant property database to the Economic Development Subcommittee	02/20/2018
2018-023	Create Recreational Marijuana Task Force	02/20/2018
2018-022	Approve ordinance requiring certain information be included in annual budget presentation to the City Council	02/20/2018
2018-021	Refer matter of applicants for City Seal Ad Hoc Committee to Appointments Subcommittee	02/20/2018
2018-020	Amendment to Article 1, Section 2.3 of General Bylaws to include School Councils	02/20/2018
2018-019	Create Short-Term Rental Task Force	02/06/2018
2018-018	Authorize a communication from the Council to the Mayor requesting that a formal request to authorize the two new staff positions be submitted to the Council	02/06/2018
2018-017	Authorize a communication from the Council to the Mayor requesting an earlier budget delivery date	02/06/2018
2018-016	Acceptance of State Statute MGL c. 59 c. 5(k)	02/06/2018
2018-015	Acceptance of State Statute MGL c. 44 c. 64	02/06/2018
2018-014	Utility Petition - Phelps Road	02/06/2018
2018-013	Authorization of funds from Handicap Parking Fine Account (\$7,500), Piers Park Sailing Program	02/06/2018
2018-012	Plaque for Indian Head Road and Indian Head Heights	02/06/2018
2018-011	Development of FY19 City Council Budget Recommendation referred to Finance Subcommittee	01/16/2018

Order Number	Orders by Topic	Meeting Date
2018-010	Mayor's appointments to the Board of License Commissioners	01/16/2018
2018-009-001	Authorize payment of unpaid FY17 tuition reimbursements from School Department	01/20/2018
2018-009	Authorize payment of unpaid FY17 tuition reimbursements from School Department	01/16/2018
2018-008	Refer matter of proposed zoning changes (Transfer of Development Rights) to Zoning Bylaw to Planning Board	01/16/2018
2018-007	Refer matter of proposed zoning changes to Zoning Bylaw to Planning Board	01/16/2018
2018-006	Establish Ad Hoc Committee to create job descriptions for City Auditor and City Council Secretary positions	01/02/2018
2018-005	Create Ad Hoc Committee for creation of official city seal per Article X Section 7(w) of the Home Rule Charter	01/02/2018
2018-004	Request to establish ordinance specifying requirements of the Capital Inventory to be submitted annually by the Mayor to the Council per Article XI section 8(b) of the Home Rule Charter	01/02/2018
2018-003	Request that the Mayor hold a financial summit before March 6, 2018	01/02/2018
2018-002	Right of First Refusal - 19 Nixon Road	01/02/2018
2018-001	Reaffirm election of Chair and Vice Chair of Council	01/02/2018



## POLICE DEPARTMENT

1 William H. Welch Way | 508-872-1212 | [sdt@framinghamma.gov](mailto:sdt@framinghamma.gov)

### A MESSAGE FROM CHIEF TRASK

It is my pleasure to present the annual report for the City of Framingham Police Department for FY'19. In October of 2018, I was honored to be appointed by Mayor Yvonne Spicer as the 7th permanent Chief of the Framingham Police Department.

The Department continues to hire new staff to fill vacancies. This year we hired 12 new police officers, one new dispatcher, two new employees to the Records Division as well as a new parking enforcement officer and a full time civilian crime analyst. Detective Dave Loureiro was promoted to the rank of Sergeant.



#### Police Personnel Resources

Chief	1
Deputy Chief	3
Lieutenants	11
Sergeants	15
Assistant to Chief	1
Patrol Officers	100
Dispatchers	7
Civilian Staff	7.5
Mechanic	1
Parking Control	2
Animal Control	2.5
Crossing Guards	14

The Department continues to focus on evidence based crime prevention and reduction, training, and community engagement. This spring we deployed several walking beats downtown to work with the merchants and residents, and the feedback has been overwhelmingly positive. The Department has also been working with the Superintendent of Schools and has developed a plan to increase the presence of School Resource Officers (SRO's) in the district to ensure the schools are a safe environment and conducive to learning.



In addition to our downtown and school efforts, our community engagement efforts include interactive community meetings, Rape Aggression Defense (RAD), and citizen police academies, which provide community groups with an invaluable opportunity to learn about their police department and city.

The Department has also increased its presence on social media with a very active Facebook and Twitter following, as well as the City's SeeClickFix page, which allows us to be responsive to citizen requests and concerns.

The Police Department continues to follow the guidance of the President's Taskforce on 21st Century Policing and strives to enhance our partnerships with community stakeholders and those who we are sworn to protect. It is our goal to be responsive to the needs of our residents and treat those with whom we come in contact with the utmost respect. It is an honor serving this great city.

## EMERGENCY MANAGEMENT

Framingham Emergency Management Agency (FrEMA) directs all emergency management operations in the City of Framingham. Emergency management is the preparedness, mitigation, response, and recovery of both naturally occurring events like blizzards, ice storms, hurricanes, flooding and earthquakes, as well as any man-made disasters such as chemical spills, fires, transportation events, and acts of terrorism. FrEMA has worked extensively under its current structure to create planning groups, exercise response activities, secure funding from grants and state and federal sources, and expand participation in this municipal function.

FrEMA, in concert with the Framingham Department of Public Works (DPW) and the Northeast Homeland Security Regional Advisory Council, also operates an emergency equipment cache located at Framingham DPW. This cache is one of only three in the state and will be used to dispense equipment and supplies during emergencies. FrEMA, in conjunction with state and federal authorities, prepares, administers, and implements Framingham's Comprehensive Emergency Management Plan (CEMP) as well as the federal mandated NIMSCAST. In 2007 the entire CEMP was rewritten and printed for the first time since 1997. In 2010 Framingham joined five other communities (Ashland, Natick, Holliston, Hopkinton and Sherborn) to form the Metrowest Regional Emergency Planning Committee. This planning committee engaged in a tabletop exercise in the fall of 2017 and completed a full-scale exercise at the Natick Mall focusing on an active shooter response in the spring of 2019.

The Director of FrEMA is Police Chief Steve Trask. The assistant emergency management directors are Assistant Fire Chief Mike Dutcher, DPW Asst. Highway Director Kate Ronconi, and Framingham Police Lt. Blaise Tersoni.

## REVENUE

The Framingham Police Department generates monies through the issuance of licenses and permits, administration fees, and fines from parking and traffic citations. This revenue is not entered into the police budget but that of the City's general fund. Revenues are as follows:

Billable Activity	FY15	FY16	FY17	FY18	FY19
111F/Recovery	\$ 189	\$ 1,187	\$ -	\$ -	\$ 46,495
Alarms	\$ 13,700	\$ 70,075	\$ 131,573	\$ 64,650	\$ 55,500
Auction	\$ -	\$ 641	\$ 797	\$ -	\$ 5
Court Fines	\$ 138,518	\$ 93,149	\$ 48,768	\$ 19,512	\$ 18,700
Cruiser Detail Fee	\$ 104,862	\$ 67,868	\$ 18,675	\$ 122,494	\$ 138,188
Detail Admin Fees	\$ 133,468	\$ 246,381	\$ 168,873	\$ 201,702	\$ 271,920
Fingerprint Fees	\$ 1,218	\$ -	\$ 680	\$ 1,020	\$ 1,745
Fire Arms Permit	\$ 800	\$ -	\$ 1,225	\$ -	\$ -
Gun Dealer Permit	\$ 900	\$ -	\$ -	\$ -	\$ -
Hackney Licenses	\$ 2,900	\$ 2,490	\$ 2,430	\$ 3,155	\$ 420
Liquor Server	\$ 6,000	\$ 9,701	\$ 14,034	\$ 8,468	\$ 9,300
M/V Fines	\$ 118,553	\$ 114,682	\$ 97,120	\$ 101,420	\$ 81,516
Marijuana Fines	\$ 1,290	\$ 1,300	\$ 700	\$ 100	\$ 500
Non Recurring Revenue	\$ 271	\$ 300	\$ 14,182	\$ 6,948	\$ 20,757
Parking Fines	\$ 220,565	\$ 190,375	\$ 286,168	\$ 244,440	\$ 214,640
Permit To Carry	\$ 6,475	\$ 10,025	\$ 10,125	\$ 10,438	\$ 10,263
Photos	\$ 625	\$ 1,149	\$ 305	\$ -	\$ -
Report Fees	\$ 10,324	\$ 8,510	\$ 7,764	\$ 7,255	\$ 6,549
Subpoena Fees	\$ 58	\$ 2	\$ 31	\$ 14	\$ -
Tow Fees	\$ 24,520	\$ 23,610	\$ 26,650	\$ 7,780	\$ 19,500
<b>Grand Total</b>	<b>\$ 785,234</b>	<b>\$ 841,443</b>	<b>\$ 830,099</b>	<b>\$ 799,394</b>	<b>\$ 895,996</b>

Offense Overview	
Offense Total	2,116
Number Cleared	664
Percent Cleared	31.38 %
Group A Crimes per 100,000 population	2,971.5
<b>Arrest Overview</b>	
Total Arrests	624
Adult Arrests	601
Juvenile Arrests	23
Unknown Age	0
Arrests per 100,000 population	876.3
Average number offenses/incident	1.19

## AUXILIARY POLICE

The 16 dedicated officers of the Framingham Auxiliary Police completed another outstanding year of service for the community. For the past 77 years, the Auxiliary Police have been an active and vital component of the Police Department and the City of Framingham.

The Auxiliary Police, under the guidance of Auxiliary Captain Marc Spigel, have a well-defined training program in which officers attend an academy for reserve police officers and are trained in first responder first aid and CPR/AED. Annually, Auxiliary Officers keep their skills and certification current with field and in-service training. The result is a professional Auxiliary Police organization that stands ready to assist the Department.

During the year, Auxiliary Officers volunteer countless hours of their time to help make Framingham a better place to live and work. You can see some of their volunteer efforts in action at community events such as Concerts on the Green, charitable road races, and child safety programs.

As part of the Framingham Emergency Management Agency, Auxiliary Police Officers aid during storms and other disasters that may impact our community and provide security at emergency shelters as needed. The officers are trained in the National Incident Management System.

## JAIL DIVERSION

The Advocates' Jail Diversion Program (JDP) enlists master's level clinicians to be physically embedded in the Framingham Police Department for over 80 hours a week between the hours of 7:30 am to 11:30 pm. In FY'19, these JDP clinicians provided support, resources and services to over 677 individuals experiencing a psychiatric crisis or substance use disorder that members of the Framingham Police Department came into contact with.

Of those low-level offenders, who had committed arrestable offenses, 83% (94 individuals) were diverted away from arrest and into more appropriate community-based treatment, which is an estimated cost savings of \$236,880\* (approximately \$2,520 per arrest). During FY'19, a further 206 individuals were diverted from a hospital emergency room by JDP clinicians who were on scene and available to provide the assessment and resources needed, which is an estimated cost savings of \$824,000\* (\$4,000 per ER visit).

The Framingham Jail Diversion Program continues to be referenced as best practice/gold standard in policing/behavioral health partnerships and has been successfully replicated in many communities across the Commonwealth and beyond.

The Framingham Compassionate Addiction Recovery Education Service (CARES) initiative continued to operate during this year. The primary goal of Framingham CARES is to reduce the number and frequency of opioid overdose deaths in the Framingham community. This initiative has been developed to respond to individuals as soon as possible post opioid overdose/Narcan administration, and to connect them to specific and immediately available treatment resources including Advocates' JDP recovery coaches. Lessening the shame and stigma associated with substance use has been identified as a key tactic in identifying those in need of assistance.

\* Formula cited in "Massachusetts Department of Mental Health Report on Pre-Arrest Jail Diversion Programs", presented by Dr. Deborah Pinals, Assistant Commissioner for Forensic Services, Massachusetts State House, October 6th 2009.

## ANIMAL CONTROL DEPARTMENT

### Staff

Katherine J. MacKenzie, Director of Animal Control, Massachusetts Municipal Animal Inspector, 26 years of service

William C. Sage, Animal Control Officer, Massachusetts Municipal Animal Inspector, 25 years of service

Peter E. Cunningham, PT Animal Control Officer, Massachusetts Municipal Animal Inspector, one years of service.

50 Western Avenue

508-532-5870

Fax 508-620-4872

[Animal.control@framinghamma.gov](mailto:Animal.control@framinghamma.gov)

The Framingham Animal Control Department is staffed by two full-time and one part-time Certified Animal Control Officers. In addition to regular shifts, Animal Control Officers respond to

off-shift emergencies. The Animal Control Officers provide service to the citizens of Framingham, which includes providing care for the animals held by the Department 365 days a year.

Animal Control Officers work both in the field and in the office, managing calls for service, complaints and inquiries. Animal Control Officers prepare reports, participate in hearings, and appear in court as needed. The Animal Control Officers enforce both state laws and town by-laws. They respond to calls regarding domestic animals, livestock and wildlife. Framingham Animal Control Officers work cooperatively with many outside agencies such as the Massachusetts Department of Fish and Wildlife, Tufts Wildlife Center, Massachusetts Department of Environmental Protection Police, Massachusetts Department of Agriculture, Division of Animal Health, the Massachusetts Society for the Prevention of Cruelty to Animals, and the Animal Rescue League of Boston.

During 2018, Animal Control Officers fielded and responded to more than 4,835 calls. This number does not include the calls for service that were made via email. More than 872 calls regarding wildlife were addressed by the Animal Control Officers. Most often, wildlife calls concerned possible rabid, injured, or nuisance animals. This year they include several black bear sightings. The Department fielded more than 1,047 canine and 226 feline calls. Other calls addressed by the Animal Control Officers, totaling approximately 2,684, such as kennel inspections, animal quarantines, animal bites, hearing requests, administrative calls, police assists, board of health assists, fire department assists, and livestock inspections were addressed by the Animal Control Officers throughout the year.

Municipal Animal Inspectors are also responsible for livestock inspections and may be called to assist with domestic animal disease quarantines in the event of an outbreak. Livestock inspections are a census of the domestic animal population of the City, intended to ensure all the animals appear to be in good health and free from disease, and to observe animal housing and ensure ample food and water are being supplied. The annual livestock census, required by the Massachusetts Department of Agriculture Division of Animal Health, is taken by the sworn Animal Inspectors of the Department. There are more than 51 different locations that keep livestock and fowl within the City of Framingham. These inspections covered 306 chickens, 45 horses, 33 gamebirds including pigeons and peafowl, 22 alpaca, 14 goats, nine sheep, four geese, four ducks, two cattle, one pony, and one donkey.

The Massachusetts Department of Agriculture Division of Animal Health approves the appointment of the municipal animal inspectors. The primary duty of the Animal Inspector has recently become rabies control in the domestic animal population. Municipal Animal Inspectors issue and enforce quarantines. In accordance with state law, all domestic mammals that bite a human or another domestic mammal must be quarantined for a period of ten days to determine the risk of rabies transmission. Domestic mammals that come in contact with, or are otherwise exposed to the rabies virus, must first be assessed to determine severity of risk. Depending on the vaccination status of the domestic mammal involved, it will be either quarantined or destroyed.

The Animal Inspector must ensure that all animals, wild or domestic, which must be tested for rabies, are captured and euthanized. The head must be removed, and the specimen must be properly packaged and submitted to the state Rabies Lab for testing. Pets that may have been exposed to rabies through wounds of unknown origin or contact with a rabid animal are also quarantined.

## MISSION STATEMENT

The Framingham Fire Department is a group of dedicated professionals committed to assist and protect the citizens of Framingham. In addition to firefighting and public safety services, the Department provides efficient emergency medical care and advanced technical rescue services to the community. Through collaboration and education, our mission is to prevent possible disastrous incidents from occurring and to minimize damage to life, property, and the environment.

The Department employs the highly effective National Incident Command System in emergency operations. Planning for “all hazards” and “unified” command are two core principles. The Department’s highly skilled members provide emergency services and technical expertise for medical emergencies, hazardous material incidents, environmental emergencies, structural collapse, industrial accidents, specialized rope rescue and water rescue and recovery incidents.



**Former Station 2 (In service 1900-2019)**



**New Station 2 (2019)**

The Framingham Fire Department experienced changes in FY'19 caused by the retirement of two (2) personnel, four (4) promotions, twelve (12) new hires and three (3) military deployments.

### **Retirements: (years of service)**

Lieutenant William McLean (30)

Firefighter Richard Zontini (26FD/35City)

### **Military Deployments**

Captain K. Ryan Sullivan

Firefighter Jerry Bosworth

Firefighter Stephen Warren

### **New Hires**

Timothy Brennan

Matthew Bradley

Edgar Cupertino

Joshua Grigg

Timothy Guertin

David Hernandez

Ronnie Hernandez

Thomas Leone

Alan Mancini

Timothy McDonald

Joshua Prouty

Michael Vargas

### **Promotions**

Deputy Chief Kurt O'Rourke

Captain Brian Knight

Lieutenant Jeffrey Beckwith

Lieutenant Wilfred Gingras

## Total Alarms

The Framingham Fire Department responded to a total of 16,116 incidents in FY'19, of which 11,960 were calls for emergency service. The remainder includes inspections, investigations and code enforcement activity.

## Highlights in Review

The Framingham Fire Department provides Fire, Rescue and Emergency Medical Services to those who live, work and travel through the community. FY'19 was our busiest year ever, as we responded to 11,960 emergencies. Fires were the most serious of incidents, but the majority of all responses was medical and rescue emergencies.

The Department responded to 44 structure fires with approximately \$1,000,000 in property losses. We also responded to 451 cooking fires, 24 vehicle fires, and 77 outside fires which include brush, grass and mulch fires. Of the significant fires that occurred in FY'19, two unrelated fires occurred at the Windsor Green condominium complex in Nobscot. The first occurred on February 13, 2019 at 1710 Windsor Drive and the other on May 21, 2019 at 910 Edgell Road. With both fires, fire crews were confronted with heavy fire in the combustible attic areas and managed to keep the fire from spreading to any further condo units. Safety is always the top priority, and we were relieved that no civilians or firefighters were injured at these fires.

We were successful in obtaining outside funding through grant awards from the Federal Assistance to Firefighters Grant Program, the Massachusetts Executive Office of Public Safety, and the Massachusetts Department of Fire Safety. We will continue to seek additional outside revenue sources and grants. Some of these grants are listed below:

- SAFE-Student Awareness of Fire Education: \$6,754 public safety education
- Senior Safe Grant: \$3,000
- Private Donations: \$5,000

The Department also received a major Federal Emergency Management Agency (FEMA) Agency grant, totaling \$77,819.00. This grant enabled the Department to purchase a state-of-the-art refilling station for high-pressure firefighting air packs.

In 2019, the Department received a \$45,000 Public Safety Municipal Staffing Grant award from the Massachusetts Executive Office of Public Safety & Security. The Framingham Fire Department has a longstanding tradition of supporting our soldiers and their families, and this grant is used to pay backfill overtime to personnel that are on duty while Reserve and National Guard members are deployed. Half of the award will be used in FY'19 and the remaining half will be used in FY'20.

## Total Emergency Calls

FY'19 Responses:	11,960
FY'18 Responses:	11,944
FY'17 Responses:	11,520
FY'16 Responses:	11,046



*Windsor Green Fire*



*FEMA Grant SCBA Fill Station*

The operation of the Fire Department is diverse and complex. We do more than simply respond to fires, rescues and medical emergencies. Because some of the incidents we encounter are larger or more technical than the resources readily available to the Department, we work collaboratively with various departments and agencies both in and outside of the City. Some of these regional partnerships include:

- MetroWest Medical Center
- Massachusetts Hazardous Materials Response Team
- Massachusetts Emergency Management Agency (MEMA)
- Massachusetts Bay Community College
- Massachusetts Fire District 14
- Regional Emergency Planning Committee (REPC)

Collaborative relationships with our neighboring communities and supporting agencies allow for shared resources and mutual aid assistance, ultimately improving public safety with minimal expense.

## FIRE PREVENTION DIVISION

The Division of Fire Prevention is managed by a Fire Marshal, and supervises an Assistant Fire Marshal and two Fire Inspectors. This group attends professional training with the Massachusetts Fire Marshal's Office. Professional memberships and ongoing education with the Fire Prevention Association of Massachusetts (FPAM), the International Association of Arson Investigators (IAAI), and the Massachusetts Department of Fire Services (DFS) assists with maintaining consistent, professional standards.

The Division's major areas of responsibility include fire code violation investigations, public safety education, construction plan review, fire code permitting, and fire cause determination.

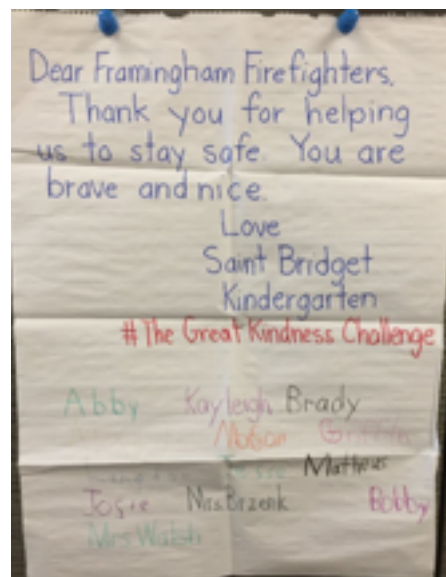
Other responsibilities include representation on the Traffic and Roadway Safety Committee, the Technical Review Permitting Team, the Code Enforcement Task Force and the Interdepartmental Community Support Team. The Division collaborates with all of Framingham's departments - from the schools to public works.

The Assistant Fire Marshal assists with the Division's responsibilities and assumes the responsibilities of the Marshal in his absence. The Assistant Fire Marshal works closely with the Building Department in permitting approvals. He schedules acceptance testing with fire protection contractors, and conducts meetings with general contractors, engineers and property owners for proposed projects. He also troubleshoots any problems that arise during construction and final inspection.

The inspectors are responsible for reviewing fire permits and conducting the subsequently required inspections. Acceptance tests are a major area of responsibility in which the Fire Inspector witnesses the proper operation of fire and life safety systems prior to a new tenant or owner occupying a residential or commercial space. The inspectors are the "boots on the street," engaging with the community to promote and enforce safety interpretations and fire protection issues.

All of fire prevention officials have some level of responsibility with the schools. The SAFE grant is a major resource in providing public education in collaboration with the Framingham Public Schools Superintendent's Office. The Fire Prevention Division and the Department look forward to continually improving this successful and cooperative venture.

The Framingham Fire Department places significant emphasis on community



*Student SAFE School Visit*

risk reduction and prevention by conducting life safety education programs in the community. Seniors are identified to be at risk and remain a primary focus. The Callahan Senior Center and the Framingham Housing Authority are two major resources in assisting with senior safety. In FY'19, the Fire Prevention Division launched a campaign to conduct fire safety visits and install smoke alarms in senior's homes at no cost. Several of Framingham's senior residents took advantage of this program.

In addition to hundreds of occupancy inspections, a summary of permit activity in FY'19 includes:

- 1,132 residential smoke detector permits
- 1,710 fire alarm system permits
- 614 sprinkler system permits
- 286 oil burner permits
- 64 flammable liquid storage permits
- 109 propane storage permits
- 74 welding permits

In FY'19, in cooperation with the Health Department, the Fire Department launched a program that utilizes the City's social workers to assist Framingham residents that call for 911 emergency services and exhibit potential tendencies of hoarding, self-help deficiencies, or frequent non-emergency requests.

## TRAINING AND EMERGENCY MEDICAL SERVICES DIVISION

The Training Division motto is "Every day is a training day." The Division is managed by a Deputy Chief and assisted by a Lieutenant assigned as the EMS Officer. Federal and state mandates dictate much of the required training. Personal protective gear, specialized tools and equipment and technological advances place a strong demand on the Training Division. In addition, the Division is tasked with delivering a wide range of training to meet myriad recognized standards. Since training is performance-based, firefighters must demonstrate skill competence. Solid basic training is the primary objective and foundation for all training.

The Deputy Chief and EMS Officer are also safety officers for the Department. Reviewing accidents and injuries to provide insight and potential solutions is part of their responsibility in promoting safety.

The Emergency Medical Services (EMS) Officer acts as the liaison to the local agencies, regional hospitals, state agencies, and the National Registry of Emergency Medical Technicians (NREMT).

At the end of FY'19, Brewster Ambulance Service became the contracted ambulance provider for the City of Framingham, replacing AMR. The City now has five full time ambulances operating at the Advanced Life Support level (paramedic level). Along with a dedicated paramedic supervisor, this almost doubles available services, which allows for the staging of ambulances in all geographic regions of the City. This coverage will result in a decrease in medical response times for those in need, a significant safety benefit for all residents of the City.



*Framingham Fire – Brewster Paramedics*

A compliment to the Framingham Fire Department is the fact that Framingham is a desired system to work in as an EMT. Amongst our peers, we are considered a professional, highly skilled public service organization that is looked upon as a resource and model for others to follow. We are proud to hold that reputation and assure it will continue.

On behalf of the Framingham Fire Department, I would like to thank the governing officials, businesses, and citizens for their assistance and support.

# Framingham Public Works Division

Peter A. Sellers, Executive Director

508-532-5600

150 Concord Street, Room 213

508-872-5616 (fax)

Framingham, MA 01702

DPWprojects@framinghamma.gov

Blake D. Lukis, Deputy Director of Public Works

508-532-6052

Diane Conner, Assistant Director of Administration & Support

508-532-5611

William R. Sedewitz, Chief Engineer

508-532-6012

Thomas Coyne, Director of Administration & Finance

508-532-5620

Jefferey A. Rousseau, Director of Fleet, Facilities & Communications

508-532-6073

James R. Barsanti, Director of Water & Wastewater

508-532-6085

Wayne Bolduc, Director of Lighting & Signals

508-532-5934

Daniel S. Nau, Director of Highway & Solid Waste

508-532-6032

## ENGINEERING AND TRANSPORTATION DEPARTMENT

The Engineering and Transportation Department is responsible for the planning, design, and construction of capital roadway and utility infrastructure projects; maintaining compliance with various state and federal programs such as National Pollutant Discharge Elimination System (NPDES) Phase II Municipal Separate Storm Sewer System (MS4) permit; managing the City's Street and Trench Opening Permit programs; reviewing development and redevelopment plans to ensure roadway and utility changes conform to the City's construction standards; and inspecting modifications and expansions to the roadway, water, sewer, and stormwater infrastructure. The Department also provides technical expertise to the operational departments of Public Works; other City departments; various boards, committees, and commissions; maintains an extensive Geographical Information System (GIS); and is the custodian of a large collection of historical paper plans and documents.

### Design Projects

In FY'19, multiple transportation and utility design projects were advanced or completed. Transportation design work included the Union Avenue corridor and the Edgell Road at Central Street intersection, which are both being advanced as federal and state-funded Transportation Improvement Program (TIP) projects. Other projects include the Beaver Street Bridge, which was partially funded through a Small Bridge grant; the intersection of Edgell, Edmands, and Water Streets; Fountain Street and Dudley Road intersection; Salem End Road Bridge; and the intersection of Concord, Central, and Water Streets. A study was also completed for the Potter Road Bridge, which is jointly owned by Framingham and Wayland.

Design work advanced for the following utility projects: water, sewer and drain improvements along Union Avenue from Beech Street to Proctor Street; water and sewer improvements within the Edgell Road and Central Street intersection; replacement of the Edgell Road Water Pump Station; installation of a new water main through the CSX Hollis Street railroad yard to service properties south and east of Waushakum Pond; and water and sewer improvements along Worcester Road from Concord Street to the Natick town line. The engineer for the development project located at 175 Millwood Street finalized the design for the replacement of the Blackberry Lane Sewer Pump Station. Forty-three permanent easements and thirty-six temporary easements and access agreements were also acquired to support capital projects.

## Transportation Construction Projects

Transportation construction projects in FY'19 included: the replacement of three culverts and roadway rehabilitation on Concord Street between School and Cherry Streets, rehabilitation of the Salem End Road Bridge, replacement of the retaining wall at 3 Sudbury Landing, and Phase II of the Dudley Road Multi-path.

## Utility Construction Projects

Utility construction projects in FY'19 included: water, sewer and drainage improvements along Union Avenue between Walnut Street and Beech Street; water and sewer improvements on Evergreen, Myrtle, Thurber and Learned Streets; replacement of the Lanewood siphon; relocation of the sewer force main from the Woodland Pump Stations; water, sewer and drainage work on Marble Street (funded from a MassWorks grant); construction of the second 1.75 million gallon water tank on Indian Head Heights; and the replacement of four neighborhood sewer pump stations – Eastleigh, Hancock, Shawmut and Little Farms.

## Grants

In conjunction with the Community & Economic Development (C&ED) Division, a \$250,000 Housing Choice Community Grant was secured. Funds will be used to improve public infrastructure in the vicinity of Kendall Street, and to support new housing stock in downtown Framingham. The Department also assisted C&ED with completing a Municipal Vulnerability Preparedness (MVP) planning grant. The acquisition of this grant resulted in the City being designated as an MVP community and eligible for additional state funding to improve the City's resiliency to climate change.

The Department completed a \$185,000 grant from the Massachusetts Department of Environmental Protection (MassDEP) to improve water quality at Farm Pond. The Department continues to manage a Hazard Mitigation Grant award of over \$710,000 from FEMA to upgrade three culverts between A Street and Concord Street for flood mitigation.

The Department supported statewide and regional stormwater coalitions in award and implementation of over \$195,000 MS4 Municipal Assistance grants from the MassDEP. The grants resulted in expanding the statewide "Think Blue Massachusetts" public education campaign. This campaign is designed to improve awareness of stormwater and developed template SOPs to be used to comply with permit requirements. The "Think Blue Massachusetts" campaign was awarded a "Stormy" award from the New England Stormwater Collaborative for being one of the best stormwater ideas in New England.

## Preparedness, Permitting, and Support

The Department has increased efforts to comply with the new EPA NPDES MS4 Permit, which became effective on July 1, 2018. The permit is detailed and includes numerous new requirements with a focus on regulating the water quality of the City's drainage system, including the discharges of over 470 outfalls into local waterbodies. For compliance with Year 1 of the permit, the Department drafted a Notice of Intent to the EPA; prepared a Stormwater Management Plan; prepared an Illicit Discharge Detection & Elimination Plan; updated the City's drainage system mapping; coordinated annual training; conducted site inspections to ensure erosion and sediment control compliance at construction sites; and continued public education and outreach. The Department is evaluating the feasibility of establishing a stormwater enterprise to support future compliance requirements.

The Department continued to be actively involved in the Central Massachusetts Regional Stormwater Coalition (CMR-SWC), a group of communities working to manage municipal stormwater and to meet the requirements of the MS4 Permit. The Department also continued to take an active role in the Massachusetts Statewide Municipal Stormwater Coalition.

Department personnel presented on stormwater at several City public events including the Framingham Public Schools' Back-to-School picnic, Keefe Technical High School's STEM week, the Mayor's Community Conversation, and City Council meetings.

The Department conducted an annual inspection of the Saxonville Flood Damage Reduction System (a.k.a. Saxonville Levee) with the US Army Corps of Engineers (USACE). The Department prepared semi-annual reports and managed capital improvements identified by the USACE to maintain the system's efficiency.

Upon request of the Traffic Commission, the Department provided professional opinions on rules, regulations, and standards regarding roadway street signage, speed limit regulations, and school zoning layouts. The Department also worked on coordinating with an outside consultant to prepare reports on safety improvements along several corridors within the City.

The Department continued to provide City GIS support including creating a set of new GIS data layers to support the Lighting and Signals Department for asset management and maintenance; generating and implementing a set of tablet-based work order tools and procedures supporting NPDES outfall inspections and sampling for MS4 compliance; and developing work-order templates and performing field inspections and ratings of municipal-owned drainage culverts.

The Department continued to advance the street acceptance program to identify unaccepted roads that were constructed consistent with the subdivision standards and were intended for eventual public acceptance. Under the new City structure, the Department completed the public acceptance of seven streets: Fenwick Circle, Glenbrook Road, Kara Ann Drive, Lanes End, Lyman Way Extension, Tally Ho Lane and Tomkins Lane. The City utilized bond funds to facilitate the Fenwick Circle acceptance and complete the construction.

Lastly, in FY'19, the Department conducted 1,414 total inspections, primarily of private work within the right-of-way or involving public infrastructure. These inspections ranged from single-family residence water/sewer connections to large scale projects such as private utility gas main installations or private developments. The permitting work included over 900 Street and Trench Opening Permits, 35 Public Way Access Permits, and review of 260 plan submissions. The survey staff conducted 116 survey projects and recorded research for 181 various properties.

The permitting and inspection staff initiated a new field automation tool. The administrative staff responded to 160 record requests, including 38 formal public records requests. The administrative staff continued the file digitizing program and supplemented metadata on thousands of scanned archived files.

## **HIGHWAY DEPARTMENT**

The Highway Department is responsible for the maintenance and repair of the City's roadways, sidewalks, stormwater utilities, and public shade trees.

### **Pavement Management Program**

Roadway projects consist of the replacement or upgrade of roadways and appurtenances for adherence to current regulatory guidelines and directives, as well as new pavement markings, street signs, sidewalks, granite and bituminous curbing, ADA compliant wheelchair ramps, and curb-cut control measures.

In FY'19, the program performed: road rehabilitation on over five centerline miles of roadway; sidewalk rehabilitation on almost two miles of sidewalk; emergency repairs; preventive maintenance; and the filling of approximately 10,750 potholes. The Department continued to integrate and manage the use of specialized contracted equipment with in-house resources. The continuation of the Annual Roadway Program has led to greater cost control, quality control, and accountability while performing repair work on defective roadways.

### **Snow and Ice Management Program**

The Snow and Ice Program is one of the most critical public safety functions undertaken by the Department. Management of this operation requires the integration of City forces with contracted equipment in response to an overwhelming number of uncontrollable factors to successfully mitigate the impact on residents and all those traveling through the City.

The Department is responsible for providing safe roadways and sidewalks both during and after snow, ice, and other weather-related events. This effort involves the plowing, anti-icing, de-icing treatment, and snow removal of 237 centerline miles of public roadway, 40 municipal parking facilities, 84 miles of sidewalks and public pathways, 166 crosswalks, 190 cul-de-sacs, 11 school paths, 31 school crossing-guard stations, and all student drop-off areas. The Department also distributes and fills 52 sand barrels located on hills throughout Framingham for resident/vehicular use.

The Department integrated the City's GIS with an Incident Command Structure to manage each event. The Department also installed Global Positioning System (GPS) units into de-icing and plowing equipment. The purpose of this strategic effort is to provide a high level of accountability while applying the appropriate amount of resources to each weather event. In an effort to be fiscally responsible, the Department has developed a strategy to focus on main roads with greater speeds and higher traffic volumes, while utilizing a measured response on secondary roads, making them all safe and passable. Material spreader trucks are equipped with a computerized distribution system that operates according to ground speed to ensure the uniform distribution of de-icing materials.

## Stormwater Management Program

The stormwater system consists of more than 200 miles of surface and subsurface drainage systems, over 10,000 catch basin and manhole structures, and more than 630 drainage outfalls. Construction projects completed by the Department and contracted personnel in FY'19 include the installation of over 2,050 linear feet of new drain line. The Department continues the practice of monthly inspections in a proactive drainage structure maintenance program. During FY'19, 93 manhole and catch basins were adjusted, rebuilt, and/or repaired; 65,777 linear feet of drain line was cleaned, and 6,797 linear feet was inspected utilizing closed-circuit television equipment. With the addition of a stormwater vector truck to the Department's fleet, in-house stormwater crews have assumed responsibility for cleaning drain lines, rather than through a private contractor. This allows for both regular and proactive cleaning of drainage infrastructure.

## FY19 ANNUAL REPORT FIGURES – HIGHWAY

Hazard Tree Removals	243
Tree Plantings	89
Tree Pruning	52.6 miles
Potholes Filled	10750
Road Rehabilitation and Surface Treatment	4.94 miles
Sidewalk Rehabilitation	1.8 miles
Drainline Cleaned	12.46 miles
Drainline Televised	1.29 miles
Drainline installed	2064
Catch Basins Cleaned	6900
Catch Basin Material Removed	1697 tons
Stormwater Structures Repaired	93
Street Sweepings Removed	1515 tons
Yellow Centerline Painted	107 miles
White Edgeline Painted	80 miles
Crosswalks Painted	726
Stop Bars Painted	792
Arrows and Symbols Painted	324
Signage Installs and Repairs	891

The removal of sand and debris from the City's catch basins and manholes remains an operational priority each year. To minimize the amount of sand entering and further diminishing the capacity of the system, the Department has continued strict control practices for the use of de-icing materials during the winter months. Additionally, an aggressive, City-wide street and sidewalk cleaning program is performed each spring, aiming to maximize sand and debris removal.

Overnight sweeping of the streets and sidewalks in the Downtown Business District minimizes the entry of materials into the system and provides a cleaner environment. Parking is restricted during overnight hours to allow for the sweeping of over seven miles of roadway each night. Additionally, the Department performed a weekly Urban Sweeping Program. This program focused on sweeping four Downtown areas, approximately 30 miles of roadway. The City utilized three-hour parking restrictions to clean the streets more effectively. Approximately 500 "No Parking" signs were installed, including specially made trilingual signs in English, Spanish, and Portuguese. The City also sent out weekly reminders through its mobile and web application FramWorks, to reduce parking tickets and towing in these areas.

Deficiencies in the stormwater system throughout the City are a major cause of unscheduled overtime and emergency repair costs incurred by the City. To maintain compliance with the U.S. Environmental Protection Agency's NPDES Stormwater Permit, a vigorous year-long effort is made to clean all city-owned catch basins. Both Department personnel and contracted services are utilized to remove silt, sand, and debris annually. In FY'19, 6,900 catch basins were cleaned in accordance with the permit. Storm drain cleaning continually results in a significant list of necessary repairs as the inspection process progresses. Once the catch basins are cleaned, approximately 1,600 tons of catch basin debris is hauled to an accepted facility.

In the fall of 2018, a significant culvert blockage occurred at the Singletary Lane Bridge. Water levels rose significantly with no outflow capability, creating high water levels on one side of Singletary Lane. The situation necessitated nightly pumping of water over the roadway to ensure the integrity of the roadway and the safety of the traveling public. A specialized diving crew was contracted to inspect the culvert and remove constricting debris and blockages. The culvert at Salem End Road was further investigated to ensure proper drainage.

The Department is responsible for the maintenance, inspection, and operation of the City's Saxonville Flood Levee System, consisting of 2,500 feet of earth dikes, 1,340 feet of concrete floodwalls, 1,000 feet of channel realignment, a pumping station, interior drainage, and a vehicular flood gate.

## **Traffic Systems Management Program**

The Department manages the maintenance, fabrication, and placement of the City's regulatory, advisory and street signage; steel-beam safety guardrails; installation of new and annual maintenance of existing pavement markings; and the work zone safety program for Department operations. Other responsibilities include the advance planning of roadway traffic management during infrastructure improvements; posting street-by-street "no parking" signage to efficiently advance the street sweeping and snow removal operations; installing and/or replacing hundreds of regulatory and advisory signs; responding to Police, Fire and other safety roadway related issues requiring emergency traffic management; and assistance for scheduled events such as the Boston Marathon, Soccer World Cup, and the Flag Day Parade.

The Department also managed the annual painting of 85 miles of yellow centerline, 54 miles of white edge line, over 726 crosswalks, 792 stop bars, and over 600 arrows and symbols throughout the City. The Department is responsible for pavement marking upgrades made in conjunction with the Annual Road Program.

## **Tree Warden & Forestry Management Program**

Framingham was named a 'Tree City USA' again in 2018 for the 28th consecutive year. The Department is responsible for the promotion, preservation, and enhancement of the shade tree environment through the application of best management

practices and public education campaigns. Additionally, the Department is responsible for managing the maintenance of the City's estimated 10,000 public shade trees, and for the development of a Public Shade Tree Program for the community. The Department plans an annual Arbor Day celebration and several private contractors donate their time and resources to this successful event. This year the event was held in conjunction with the Park and Recreation Department and Keefe Technical School at the National Lancer's Camp DiCarlo on Merchant Road. Memorial trees were planted to honor Massachusetts veterans who lost their lives in the line of duty.

Statutory requirements to maintain minimum clearance over the 225 centerline mile roadway network is a primary and recurring function of the Department. In FY'19, 52.6 miles of pruning was completed to provide clearance and safe travel lanes. Additionally, the City works with Eversource to ensure that its line-pruning practices are appropriately managed. The City's shade trees require routine maintenance to prevent them from becoming a public liability. The tree crew performs monthly surveys to identify hazardous and diseased trees and takes corrective action to minimize damage. The Department responds during severe weather events and provides cleanup and removal of storm debris.

The Tree Warden conducts frequent hazardous tree assessments, prescribes treatment, oversees removals and participates in public hearings on issues related to trees within the Public Right of Way. The Department routinely responds to residents' inquiries and requests for tree related services. In FY'19, personnel performed 243 preventative, hazard tree removals, and planted 89 trees.

## **Vegetation Management Program**

The Department oversees the City's vegetation management program that is permitted annually by the Massachusetts Department of Agricultural Resources Pesticide Bureau. The Department uses best management practices to control unwanted curbside vegetation growth. Additionally, a landscape crew maintains approximately 80 various locations that require consistent mowing, mulching, weeding, and watering.

## **SANITATION DEPARTMENT**

The Department is responsible for managing the City's solid waste; overseeing the curbside solid waste and recycling programs; containerized collections at condominiums and municipal facilities; as well as the Recycling Drop-Off Center (RDC) on Mount Wayte Avenue and the Yard Waste Drop-Off on Dudley Road.

In FY'19 the Department fielded requests from residents to exchange their recycling carts to a larger size, totaling 321 exchanges, drop-offs, or other issues resolved. There were 5,740 permits sold, providing access to the RDC. In addition to the hazardous and difficult to manage waste collected at the RDC, the center collected 730 tons of segregated recyclables, with a higher value than single stream. Through fees collected for services and marketing of the recyclables and through the sale of RDC permits, \$291,651 was generated for the City's FY19 General Fund.

The Department managed the collection of refuse and recycling from over 17,000 stops, including the tipping of approximately 36,000 recycling and refuse carts per week. A total of 5,400 tons of curbside recyclables were collected.

The Sanitation Department continues to provide weekly curbside collection of recyclables materials, a service added for residents when the Department eliminated the need for a contractor to perform the collection. This allows for greater control and accountability over the operation.

With global solid waste disposal and recycling markets declining, the Department has strived to implement programs to manage fluctuating costs. The Department worked aggressively to research and develop new waste management techniques that will decrease costs, improve efficiency, and further develop the City's recycling programs. Some of these approaches include:

- Waste diversion through recycling at the RDC, bulky curbside cardboard collection, and curbside textile recycling.
- Launched recycling compliance graphic advertising on Sanitation vehicles.

- Utilization of web and mobile applications for recycling how-to's, outreach, schedules, and reminders.
- Initiated more frequent inspections for compliance with curbside and condominium trash and recycling regulations, and educational outreach to increase residents' awareness of contamination issues.
- Obtained grant funding and continuing to work with the Massachusetts Department of Environmental Protection to obtain future sustainability grants.
- Educational outreach to the City's elementary schools to teach students about the City's program and how to recycle. The Department also continued outreach for residents through City events.
- Cross-trained employees on the usage of automated recycling trucks to promote redundancy with the Department. Drivers have also undergone one-on-one Safe Driver training with a specialized consultant.
- Continued the sale of compost to homeowners and landscapers at reduced rates, helping to reduce disposal costs, raise additional revenues for the City, and create a full circle recycling loop. Compost is utilized by other Departments at no additional cost, providing them with a significant cost savings. The Department has provided these materials for various City projects such as at the Recycling Drop-Off Center itself, as a soil amendment in athletics fields, landscaping at City-owned buildings, and various roadway projects throughout Framingham.

### FY19 ANNUAL REPORT FIGURES – SANITATION

Recycling Collected Curbside	5378 tons
Trash Collected Curbside	12696 tons
Carts Emptied Annually	1.8 million
Recycling Center Permits Purchased	5740

Additional special events and programs were offered to residents at no additional cost, including:

- Household Hazardous Waste Day, which drew over 300 vehicles in the spring and 270 vehicles in the fall.
- Earth Day Celebration and Green-Up Day.
- Shred Fest (secure confidential document shredding).
- Electronics Recycling Day.

## WATER DEPARTMENT

The Water Department is responsible for protecting public health, safety, and the environment by the distribution of a public potable water supply and the provision of fire suppression service to Framingham's residential and commercial users.

In 2019, the Water Department was the recipient of the Water System Compliance Award from the Massachusetts Department of Environmental Protection (MassDEP) for the third year in a row.

The Department provides for the operation and maintenance of and repairs to the water distribution infrastructure that includes: 265 miles of water main, 18,000 service connections, 6 tanks storing a total of 8.8 million gallons of potable water, 4 water pump stations that distribute water to residents from the Massachusetts Water Resources Authority (MWRA) aqueduct, and 3 booster water pump stations that ensure adequate water pressure throughout the system. The Department is responsible for 2,180 hydrants; 6,117 valves, 20,617 meters, and 2,667 backflow preventers which are tested twice annually.

The Department reports on water usage on a calendar year basis and for 2018, an average daily water usage of 5.75 million gallons per day was purchased from the MWRA.

## Average Daily Water Usage (Million Gallons per Day)

2014	2015	2016	2017	2018
6.47	6.44	6.12	5.67	5.75

As shown in the table above, water usage for 2018 follows a trend that Framingham has seen in the last few years of typical seasonal precipitation, as compared to previous dry years, such as the drought year of 2016. The Department continues to place a significant emphasis on reducing water losses by identifying and repairing leaks in the distribution system by performing an annual leak detection survey of the entire distribution network of pipes and hydrants. In FY'19, the leak detection program found and subsequently repaired 12 leaks with a total potential water loss of 115,000 gallons per day. Through this effort, and in conjunction with the extensive infrastructure improvement projects completed, the City has reduced its average daily usage by almost 1 million gallons per day in just three years.

The first six months of FY'19 have shown a slight decrease in average daily water usage, despite several significant water system failures that occurred in January.

The Department has also continued the practice of identifying and implementing capital improvement projects of limited scope from design through construction, utilizing in-house engineering and operations staff. This practice not only provides the City with significant cost savings over contracting for these services but is also used as a tool for continually training employees. In FY'19, approximately 3,800 feet of water infrastructure and associated appurtenances were replaced using this approach on Donna Road, Summer Street, Salem End Road, Donlon Street, Upper Jocelyn Avenue, Wilmont Road, and Middlesex Street.

In addition to construction activities, over 181 excavations were required for the repair of water system issues throughout the year. To ensure proper hydrant operation, 35 hydrants were repaired, and 36 hydrants were replaced. Further, the Department responded to 785 first response calls for customers in need of immediate assistance.

In FY'19, Department staff completed 755 meter installations and performed 4,381 backflow device tests and installed 28 new backflow devices.

The Department performed approximately 936 bacteriological tests on a regular interval throughout the year to ensure the quality and protection of the City's drinking water. The City maintained continuous compliance throughout the year with the Environmental Protection Agency's standards related to bacteria testing (Total Coliform Rule). Furthermore, the Department collects drinking water samples from 15 homes annually, which are subsequently analyzed for their lead and copper content. The U.S. Environmental Protection Agency has set the action level for lead in drinking water at 15 parts per billion and copper at 1.3 parts per million, the level that triggers corrective actions to be undertaken by the water supplier. The results of the sampling program have once again successfully demonstrated compliance with these water quality standards.

The Department also has an ongoing program to upgrade the monitoring and control capabilities at our water storage tanks and pumping stations.

## WASTEWATER DEPARTMENT

The Wastewater Department is responsible for the collection and transportation of wastewater to the Massachusetts Water Resources Authority's (MWRA) collection and treatment facilities in a manner that is regulatory compliant, economical, and safe to support the public health and sanitation of the City's nearly 70,000 residents.

The Department provides for the maintenance of, and repair to, the wastewater collection infrastructure that consists of 226 miles of gravity mains, 18 miles of force (pressure) mains, 43 pump stations, 6,600 manholes, and over 40 miles of cross-country sewer-line easements. Wastewater is conveyed from Framingham to the MWRA, which is charged with the transport and treatment of wastewater from its 43 member communities.

The Department reports on wastewater generation on a calendar year basis and for 2018, the average daily collection of wastewater was 8.17 million gallons per day. The highest monthly average day flow occurred in November, with 11.18 million gallons per day. The precipitation in November was significantly higher than normal. Extraneous flows enter the system from infiltration and inflow sources, such as leaking mains and service connections; roof and area drains, and sump pump discharges that contribute additional flow to the wastewater collection system.

As noted in last year's report, Framingham's capital improvement programs were substantially under-funded for decades, and, consequently, critical infrastructure experienced ever-increasing incidents of failure. Throughout the 20th century, the wastewater infrastructure was extended to include service to an area of increasing development; however, the funding for maintenance and repair did not keep pace with the capital needs of the existing and expanding system. As a consequence, the Department was historically engaged solely in performing unscheduled maintenance and was unable to devote resources to perform critical preventative maintenance and capital improvement to the system. This issue was underscored by the issuance of an Administrative Consent Order (ACO) and Notice of Noncompliance by the Massachusetts Department of Environmental Protection (MassDEP) in 2007.

The ACO required Framingham to undertake major sewer construction and rehabilitation projects over several years with the primary focus of addressing system capacity deficiencies and alleviating reoccurring sanitary sewer overflows, a violation of State and Federal law. The last specifically identified construction project from the ACO was completed on schedule before the end of 2013. However, the ACO included several other requirements including maintaining staffing levels, implementation of a Supervisory Control and Data Acquisition (SCADA) system to remotely monitor and control pumping stations, and an Inflow Removal Plan to identify and remove extraneous flow sources, such as roof and area drains and sump pumps, that are illegally connected to the wastewater system.

The Department also faces the continuing challenges of managing the level of hydrogen sulfide that Framingham is authorized to discharge to the MWRA system. Hydrogen sulfide generation causes nuisance odor, corrosion, and deterioration problems in sewers, which, when left unchecked, can lead to catastrophic system failures. The Department has implemented measures to mitigate the generation of sulfide including: biochemical dosing at several wastewater pumping stations and points in the collection system, ongoing collection system cleaning and inspection, daily pump station maintenance and inspection, and enforcement of grease interceptor requirements at food establishments. In addition, the MWRA requires the Department to routinely sample and test for sulfide at several collection system locations. In FY'19, the results of the hydrogen sulfide sampling were below the allowable limit and complied with the City's MWRA discharge permit.

Similar to the Water Department's efforts, the Wastewater Department has also embraced the practice of identifying and performing capital projects of limited scope from design through construction utilizing in house staff. In FY'19, approximately 3,600 feet of wastewater infrastructure and associated manholes were replaced using this approach on Aaron Street, Hearth Street, Conant Road, Leigh Street, Salem End Road, Poskus Road, Rhubena Street, Picard Terrace, Marian Road, Miller Avenue, McAdams Road, Janice Circle, Draper Road, Willis Avenue, and Hollis Street. Department staff relocated and replaced 600 feet of the Worcester Road Pump Station's 16-inch cast iron force main with 16-inch PVC force main along Mt. Wayte Avenue at Franklin Street, and rehabilitated 138 manholes.

In addition to construction activities, over 178 excavations were required for the repair of wastewater system issues throughout the fiscal year. Department staff responded to 1,800 first response calls for customers in need of immediate assistance.

The Department also completed a closed-circuit TV (CCTV) video inspection of over 29 miles of sewer main. The conditions were documented using a remotely controlled camera unit that traveled through the pipe and a standardized reporting format for future reference. These inspections have revealed areas of the system that have structural failures or less severe defects that require repair, replacement, or continued monitoring.

The Department continues to upgrade its wastewater pumping facilities, including electrical, mechanical, HVAC, and remote monitoring and control improvements at various facilities.

To ensure the protection of the City's infrastructure, both departments belong to Dig Safe and are required to mark out all water and wastewater infrastructure in locations where excavations are proposed. In FY'19, Department staff responded to 3,631 DigSafe requests.

## **FLEET, FACILITIES AND COMMUNICATIONS DEPARTMENT**

The Fleet, Facilities and Communications Department provides critical support services for vehicle and equipment maintenance to the Department of Public Works and other City departments. This Department is responsible for the development and implementation of professional fleet management standards and practices, the design and procurement of all public works vehicles and equipment, and for providing standardized maintenance management practices for all Public Works facilities including water, wastewater, and pumping stations. The Department is also responsible for the technical management of the telecommunications network that provides a critical service component to the Department's Emergency Management Response Plan.

The Department continues to provide logistical support to the DPW through the provision of fully operational equipment, facilities, and telecommunications that together ensure the effective and efficient delivery of essential services to the residents of the community. The Department continues to be one of three major equipment and materials cache sites for the Northeast Homeland Security Regional Advisory Council (NERAC).

### **Fleet Management**

In FY'19, the Department researched, designed, and prepared specifications for the procurement of the following specialized pieces of equipment and vehicles: four 11,000 gross vehicle weight (GVW) cab and chassis trucks with service bodies and plows; one 15,000 GVW rack truck with a plow, and two sidewalk tractors. When purchasing these items, the Department utilizes several contracts to obtain the best pricing available. Fleet Services continues to take advantage of multiple state contracts, the National Joint Powers Alliance (NJPA), and the U. S. Communities Government Purchasing Alliance.

Technician training sessions continued both in-house and off-site, which included Comp U Spread Sander Control Training, Cummins Engine Diagnostic Training, Automotive Training Authority Electrical and Electronic Troubleshooting, Welding Safety, New Way Packer Training, Haldex Brake Training, and Hoisting License Re-Certification Updates.

This past winter was the 12th season that the Fleet Services Technicians set up a temporary service facility on the north side of the City during snow and ice events. This continues to work well in providing the technicians a closer proximity to make repairs while reducing a vehicle's time out of service that would occur if returning to the Western Avenue facility on the south side of the City.

The Department wrote 2,674 repair orders, performed 360 scheduled preventative maintenance services, completed 223 Commonwealth of Massachusetts Registry of Motor Vehicles Enhanced Emissions State Inspections, and managed the acquisition and distribution of more than 311,948 gallons of gasoline and diesel fuel.

### **Facility Maintenance**

The Department continued monthly inspections of the fuel system and the annual calibration of the fuel pumps that must be completed at the Western Avenue fuel site as per the Massachusetts Department of Environmental Protection (DEP). The oil/water separators at Western Avenue and the Mount Wayte Recycling Facility continue to be inspected quarterly and pumped out in compliance with DEP regulations, at least annually, or sooner if needed. The Department continues to perform full load tests on the emergency/standby generators at both the Henry Street and Western Avenue facilities. Tests are performed quarterly to ensure generators are properly operating along with a semi-annual maintenance program. The annual fire sprinkler inspection was also performed at the Mount Wayte Recycling and the Western Avenue Facilities.

A City hired contractor started to upgrade the heating system in the two parking garages located at the Department of Public Works Operations Center.

The Spill Prevention Control and Countermeasure Plans (SPCCP) is reviewed annually to ensure accuracy. This plan outlines the Department's response to any type of uncontrolled release of hazardous materials and also includes the City's pumping stations and the Mount Wayte Recycling Drop-Off Facility.

Fleet Services continues to inspect the Watson Place flood station and perform repairs as necessary. In FY'19 the fuel tank at the Watson Place flood control system was replaced. This fuel runs the pumps and supplies heating.

## **LIGHTING AND SIGNALS DEPARTMENT**

The Lighting and Signals Department is responsible for the operation and maintenance of the Fire Department and DPW communication systems, municipal fire alarm system, City-owned traffic, pedestrian and school zone signals, street lighting, the public safety network, the wireless mesh network, and DPW technology services.

### **Municipal Fire Alarm**

The Department maintains 106 miles of fire alarm/communication cable, 937 fire alarm boxes strategically located throughout the City. Of the 937 boxes, 586 are master boxes that protect individual properties, and 351 are street boxes. In FY'19, approximately 3,045 feet of fire alarm cable was installed for new master/street boxes and to replace deteriorated cable. Verizon poles are utilized to carry fire alarm cabling throughout the City. Staff transferred fire alarm cable from existing Verizon poles to newly installed ones at 34 locations.

### **Traffic Signals**

Fifty intersections are controlled by traffic signals, while three intersections are controlled by flashing signals and two 30 MPH S curve signals. The Department responded to 223 instances of signals not working properly, signal heads turned, signals burnt out, damage from motor vehicle accidents, repairs, preventive maintenance, or investigations.

### **School Zone Signals**

There are 26 school zone signals in the City. The Department responded to 160 instances of signals not working properly, timing adjustments, signals burnt out, repairs, and preventive maintenance.

### **Pedestrian Crossing Solar Signals**

In FY'19 the Department installed eight new pedestrian crossing solar signals, bringing the City-wide total to 44 signals. When properly utilized, a rapid flash beacon will activate.

### **Street Lighting**

There are a total of 5,170 streetlights throughout the City. The Department investigated 81 reports of malfunctioning streetlights.

### **Public Safety Wireless Network**

The Department is responsible for operations and maintenance of the City's wireless mesh network, which is made up of 620 radio nodes. Additionally, there are 24 intersection cameras throughout the City, which operate on the network and require a level of maintenance and sporadic repair.

The Department worked jointly with the Framingham Fire Department's Fire Prevention Unit to review fire alarm plans submitted to their Department. Also, the Department attended meetings with contractors for new interior fire alarm and master box installations. Both departments worked together to perform interior system acceptance testing in new and existing buildings.

## ADMINISTRATION & FINANCE

The Administration & Finance Department provides for the consolidation of all administrative, financial, and human resources functions within the Department of Public Works (DPW). The Department strives to enhance the efficiency and accuracy of those functions within the Department through the use of professional practices.

The Department's core mission is to provide service and technical support to the major Departments within DPW: Highway, Sanitation, Lighting, Signals, Water, Wastewater, Engineering, and Fleet, as well as providing other City departments with information in a timely and accurate manner.

Department staff manage Water and Sewer utility billings for the City, servicing customers via telephone, mail, email, and in-person. Most Framingham residential customers are billed quarterly for water and sewer usage, while commercial, industrial, and high volume customers are billed monthly. The Department issued 73,495 bills in FY'19. Currently, 502 customers are enrolled in the City's online automatic bill payment program, while an additional 3,751 manually pay their bill online. Department staff also administers the Water and Sewer Discount Program, resulting in annual savings of \$141,000 for 818 eligible account holders, as well as the Utility Abatement Policy, which adjusts water and sewer bills for errors and major leaks.

Department staff coordinates new staff hiring, manages payroll, and executes personnel activities for approximately 170 DPW employees; processes thousands of vendor invoices; manages operating, enterprise, grant, and revolving fund budgets; processes walk-in scheduling requests for sanitation pickups; records fuel inventory activity and generates internal invoices for City departments drawing fuel from DPW's Western Avenue fuel pumps; processes over \$100,000 in revenue deposits; and coordinates state and federal reimbursements.

## HUMAN RESOURCES DEPARTMENT

The Human Resources Department is responsible for coordinating the recruitment, selection, appointment, and promotion of all district employees with the goal of maintaining a dynamic and efficient staff who are committed to providing outstanding educational programs. Diversity among teachers undoubtedly advances the academic achievement of students. Compliance obligations establish the baseline; as a District, Framingham Public Schools are committed to achieving, developing, and maintaining a workforce reflective of the rich racial, linguistic, and cultural diversity of our students. Framingham Public Schools aims to teach our children and ourselves to be culturally proficient and inclusive in order to live, learn, and work together in a vibrant and diverse world. Our goal is to reflect the diverse community we serve and create a great place to work for everyone by embracing and harnessing the individual skills, perspectives, and experiences our people bring to the workplace for high performance and improved service delivery. We want our employees to feel included, valued, and respected and have access to equal opportunities, which supports full participation at work. The Department is dedicated to the goal of building a culturally diverse and pluralistic faculty committed to teaching and working in a multicultural environment, and seeks to retain the diverse talent in our workforce and support our people to maintain long and productive working careers.

The Department currently consists of an Assistant Superintendent for Human Resources, an Assistant Director of Human Resources, an HR Manager, three HR Generalists, and an Administrative Assistant. The Department team processes all the HR-related needs of the district, including compliance with state and federal regulations and compliance with contractual requirements. The Department processes all hires, terminations, leaves, salary changes, stipends, reimbursements, retirements, longevity payments, etc. In addition, it collaborates with all departments, offers support and guidance to supervisors with management and evaluation, establishes hiring practices and procedures, ascertains faculty qualifications, listens to staff concerns and contractual grievance hearings, conducts investigations, negotiates contracts, maintains personnel files, creates job descriptions, collaborates with and acts as a conduit to payroll, etc. We aspire to be a friendly customer-focused staff, and our goal is to meet the needs of each of our customers, the employees of the Framingham Public Schools.

The trend in the Department has been to establish efficiencies through human resources information technology (“HRIS”). TalentEd is now used to keep personnel records, supervision and evaluation forms, and documents, as well as to hire employees. We are expanding the Frontline system through which we manage absences to keep accurate time for hourly employees and thereby diminish the liability of the district under the Fair Labor Standards Act.

Our budget for FY’20 continues to be mainly focused on the recruitment and retention of staff. Our foremost priority is to increase the diversity of our staff to ensure not only that our staff demographics echo those of our students, but also to enrich and broaden each student’s experience in the Framingham Public Schools. As a result, we have requested additional funds to attend a greater number of recruitment fairs. We have also requested additional funds to join organizations that assist schools in the recruitment and retention of diverse teachers, administrators, and coaches. In addition, we have sought funds to provide training to our staff, including substitutes, in cultural proficiency.

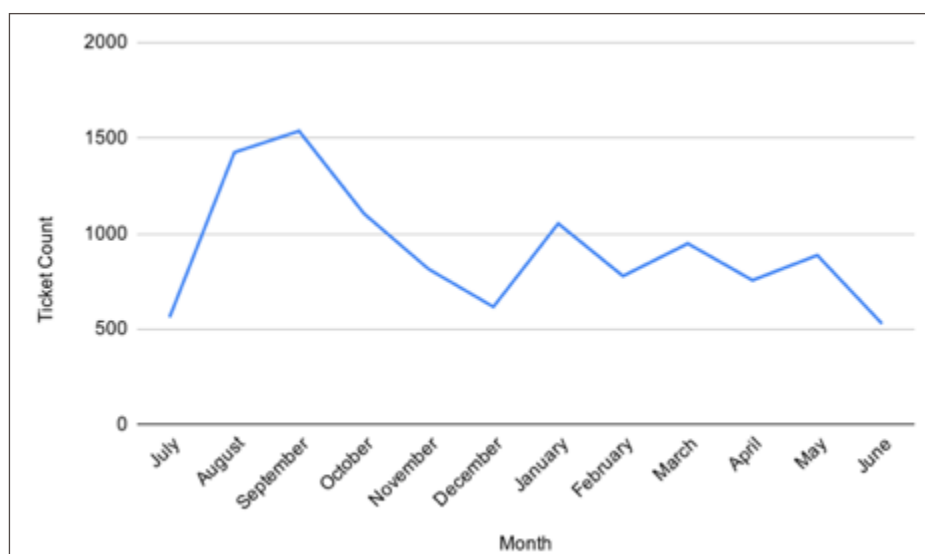
## OFFICE OF TECHNOLOGY

The Office of Technology (OT) oversees and supports technology for approximately 1,900 district staff members and 9,500 students across 17 sites. OT provides a wide breadth of services to address technical issues, digital security, networking, data, state reporting, digital curriculum support, and professional development. OT also supports many community and after-school programs. The district continues to invest in Chromebooks as the primary student learning device.

Two of the primary goals of FY’19 were to add capacity and robustness to our Internet connections and to increase stability of secure printing. This was achieved by installing and configuring two additional Internet connections at two sites and by migrating to a new secure printing solution, PaperCut.

These two new connections are dedicated to student learning devices. OT also migrated to a new secure printing system (PaperCut). PaperCut replaced an older, more complex printing system that was prone to outages. In addition, OT upgraded its wireless access point management system.

The Office of Technology processed about 11,000 Help Desk tickets in FY'19:



## DEPARTMENT OF HEALTH AND WELLNESS

The Department of Health and Wellness (H&W) is comprised of nurses, social workers, school counselors, and psychologists. The Department promotes the district's academic mission by supporting the social, emotional, cognitive, and physical growth and development of its diverse students and the greater school community.

Encouraging our students' physical, social, emotional and behavioral growth through the creation of supportive learning environments is essential to their school and life success. Efforts during the 2018-19 school year were focused on finalizing the plan for the rollout of robust social emotional learning (SEL) programming to begin in Fall 2019. *Responsive Classroom*, *Second Step SEL/Second Step Bullying and Zones of Regulation* along with a character theme of the month were identified as the SEL curricula for implementation. Through the review of data during the intensive SEL planning process, a need was identified to review and revise the district's Code of Conduct. The goal of this project is to create a guiding document that provides educators with the tools necessary to provide restorative supports and interventions that assure our students will thrive academically, behaviorally, and emotionally. The first phase of this three-part process will begin in Fall 2019.

This past year saw the expansion of H&W to include a Social Emotional Mental Health Team (SEMH). The SEMH Team was created to provide educators and administrators guidance and indirect student support through structured case consultation for students in high need of behavior supports. The SEMH Team is staffed by a clinical psychologist and a board certified behavior analyst with expertise in child clinical psychology, applied behavior analysis, special education, program development and management, and staff training. In addition, a full time Positive Behavior Interventions and Supports (PBIS) district coach was identified to provide direct support to building-based PBIS teams in providing tiered evidence-based prevention and intervention practices in support of the academic, social, emotional, and behavioral competence of all students.

During the 2018-19 school year, the district benefited from collaborations with and support from several community and state stakeholders in support of student health, wellness, and academic success. These included:

- *Systems for Student Success Action Planning Initiative*: funded by the Massachusetts Department of Elementary and Secondary Education. This grant supported planning and implementation of programs focused on school climate and social emotional learning district-wide.
- *Early Childhood Social - Emotional Learning Implementation Project*: funded by the MetroWest Health Foundation. Year two of this three-year grant funded planning and implementation of programs focused on social emotional learning at the elementary level.

In March 2019, the School Health Services division of H&W was awarded the annual *Deborah Blumer Community Health Leadership Award* by the MetroWest Health Foundation in recognition of the work of the district’s school nurses who each day respond to the health needs of over 9,000 students, and who have been at the forefront of efforts to address such issues as child obesity, vision needs, teen pregnancy, depression and services for LGBT youth.

## OFFICE OF TEACHING AND LEARNING

The Office of Teaching and Learning led the district curriculum review for several content areas in FY’19 including: Grades 6-8 Mathematics, Grades 6-12 History and Social Studies, Grades 6-12 World Language, and Grades 6-8 Technology Education. This curriculum review resulted in an up-to-date scope and sequence for each content area in alignment with state frameworks, as well as the selection of new resources to support high quality instruction in Mathematics, Spanish, Robotics, and 8th grade Civics. During the 2019-20 school year, Technology Education teachers will begin implementing part of their new curriculum. The full curriculum will be rolled out over the next two years as additional materials and training are provided for staff.

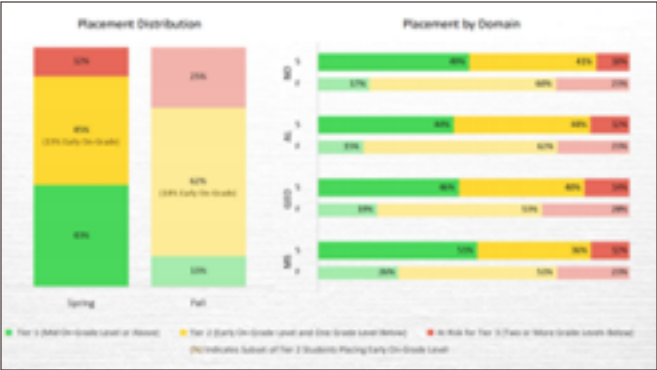
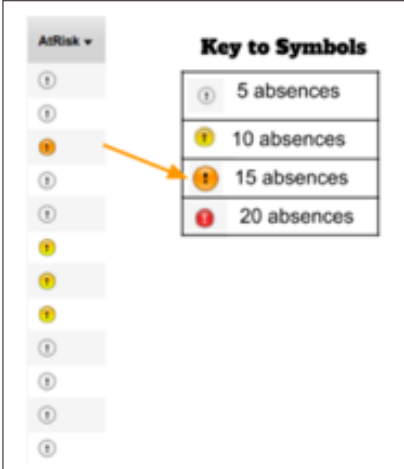
Student attendance and chronic absenteeism remain a high priority concern. In collaboration with the Office of Technology, the Office of Teaching and Learning established structures to support schools in identifying students with attendance concerns. Through the creation of an alert symbol in our student information system, as well as regular data chats with school administrators around issues of student absenteeism, we have raised awareness and begun implementing strategies to improve attendance rates.

During 2018-19, the district supported our elementary and middle schools in the use of the iReady diagnostic tool for all students, as well as the iReady instructional component to provide math and reading interventions for students. The diagnostic assessment was administered in the fall, winter, and spring. The results of this diagnostic provided data to teachers and administrators about students’ strengths and areas in need of intervention. The iReady instructional platform provided targeted lessons for students based on their diagnostic results. Students received instruction on the platform 30-45 minutes per week.

At the elementary school level, school and district administrators reviewed and calibrated the elementary school schedules to ensure equitable access to high quality instruction. In coordination with the Director of Fine and Performing Arts, the Health and Physical Education Department Head, and the Office of Health and Wellness, schedules were created that focused on time learning, consistent academic and specials blocks, and a devoted time to Social Emotional Learning.

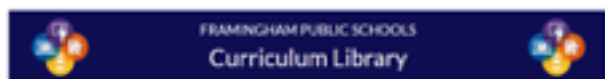
At the middle school level, school and district administrators reviewed and calibrated the middle school schedules so that students at all three schools will have the same learning opportunities. In addition to supporting the alignment of the school schedules, the Office of Teaching and Learning established expectations for the use of the daily 30-minute intervention block. In the past, this block had been used for a variety of purposes. In this new model, the structure has been improved to ensure the delivery of intentional, student-centered, data-driven instruction. Students will receive academic interventions and enrichment four out of every six days, and social-emotional lessons the other two days. The purpose of this 30 minutes each day is to provide students with structure and support to ensure access and challenges match their individual needs.

The Office of Teaching and Learning supported a variety of professional development opportunities for staff.



Training in Universal Design for Learning, implementation of professional learning communities, Racial Equity in the Classroom, giving effective feedback, and routines for reasoning in a math classroom are just a few examples of our offerings. All new Advanced Placement teachers attended the College Board's AP Institutes. All new administrators attended Research for Better Teaching's *Analyzing Teaching for Student Results* course to ensure all evaluators have received training in supervision and evaluation.

We also supported Fuller Middle School in the development of their 2019-2020 Turnaround Plan. This yearlong process included stakeholder engagement, school visioning, a thorough analysis of data, the identification of root causes, research and identification of strategies to address priority concerns, the development of benchmarks to monitor progress, and summer planning for implementation.



We have reinvested in Canvas, the district's learning management platform. The Office of Teaching and Learning has established expectations for the use of Canvas by all teachers, with many teachers going above and beyond these minimum requirements. During

New Staff Orientation in August, all new employees received a three-hour training in the use of Canvas. The Office of Teaching and Learning continues to update the district's Curriculum Library in Canvas, provide ongoing support at the teacher and school level, and include helpful tips in our newsletters.

Lastly, the Office of Teaching and Learning has communicated its expectations for the required components of a lesson plan. These expectations are aligned with the district's classroom visit tool, which has been implemented during classroom walkthroughs at the Tier 2 and Tier 3 schools in past years and is expanding to all schools for 2019-2020. To support this work, all administrators K-12 have been trained in the use of the Classroom Visit Tool from SchoolWorks, which will be utilized on school based walkthroughs.



## BILINGUAL EDUCATION DEPARTMENT

A major focus of the Department this past year continued aligning our department goals to the FPS District Strategic Plan in High Leverage Goal #2.2 (Expand opportunities for Bilingualism and Biliteracy) and 3.0 (Improve Communication with Stakeholders and Families). Please see the Spring 2019 Bilingual newsletter and the Bilingual 2019 Curriculum updates for a compilation of events in the Bilingual Dept.

We welcome a diverse student population to our schools. 23.5% of the total district students are English learners, come from over 70 countries, and speak approximately 72 languages in addition to English.

In FY19, we:

- Implemented the Two-Way (TW) Portuguese Bilingual Program in Kindergarten and Grade One at Potter Road. Grade Two TW has been added for the 2019-2020 school year;
- Planned for Two-Way Portuguese Program at Wilson Elementary School. Monthly meetings held at Wilson, which included administrators, staff, community members and Framingham Teacher Union representation. Research on Dual Language was presented at staff meetings and communicated to all staff via monthly newsletters;
- Supported professional development for teachers, staff, and families on Dual Language philosophy and methodology at Potter Road and Woodrow Wilson. In addition to state conferences/institutes, some of our teachers attended national conferences on Portuguese language in Utah during July/early August 2019;

- Partnered with Multistate Association for Bilingual Education (MABE) to provide professional development on bilingual dual language (DL) program shifts at Brophy and Wilson. Many of our teachers from our DL schools attended summer institutes on Portuguese Language and Culture, DL Coaching and Sheltering Instruction for students in DL programs;
- Continued to support the Two-Way Spanish Program, by developing a three-strand pathway towards biliteracy in Spanish, which include greater opportunities for internships, independent studies, taking Advanced Placement (AP) Spanish Language in grades 10 and/or 11, and dual enrollment at Framingham State University and MassBay Community College;
- Supported the Cultural Exchange Visiting Teacher Program. Framingham Public Schools hired twelve teachers from Spain to work across program levels and schools;
- Implemented and awarded the State Seal of Biliteracy to 45 graduating seniors who met the state requirements for their proficiency along the biliteracy continuum in two or more languages, and an additional 56 graduating seniors who progressed in their proficiency levels and met the requirements of the Language Opportunity Coalition guidelines for bilingualism and biliteracy.



## SPECIAL EDUCATION DEPARTMENT

The Special Education Department goals this past year included improving communication and case management, compliance and consistency with Individual Education Programs (IEPs) and team meetings, increasing professional development for staff, adhering to inclusive practices, and co-teaching and program oversight and development.

In June 2019, the Department was supporting just over 2,000 (23%) special education students. Services range from receiving therapy-only supports, partial inclusion, full inclusion, substantially separate, and services in an out-of-district school setting.

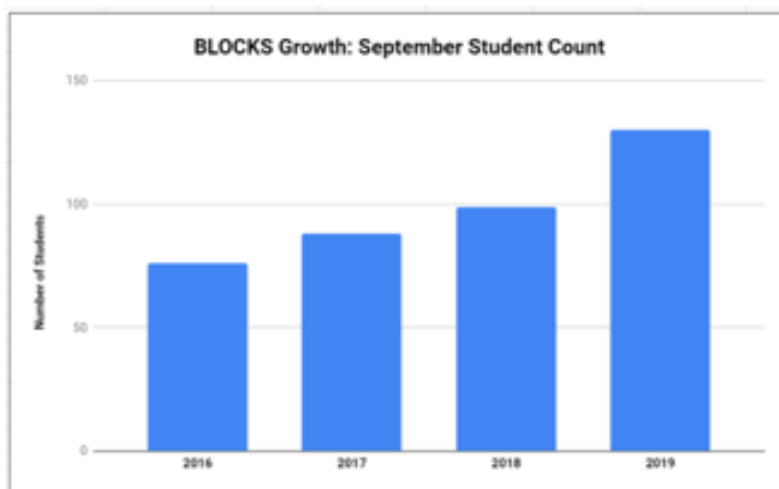
We are always looking to create more programs in our schools that meet the needs of our growing special education populations. The noticeable increase in referrals for special education students who are preschool age (3-5 years old) has required additional classrooms to be added at Juniper Hill School.

One specific disability we are seeing a spike in is Autism. As a result, we started a new small Autism program at King Elementary School. The classroom has been a huge success and the students and staff have been welcomed by the staff and the King community.

Increasing staff training in reading instruction is essential in meeting the needs of our students. Twelve special educators participated in either the Wilson Reading Level 1 certification or the Orton-Gillingham certification this year. Becoming

certified in Orton-Gillingham and Wilson reading requires a year long commitment, and the special education teachers were invested and worked very hard to complete the certification requirements.

Landmark School in Beverly, Massachusetts is an American school for students in grades 2 - 12 with language-based learning disabilities such as dyslexia and executive function disorder. Landmark School consulted and worked with our middle school Language Based Learning Disabilities (LLD) staff this past year at Walsh and Cameron middle schools. In preparation, the consultant shadowed the programs at each school and created a coaching plan for the year. The consultant had previously worked with our LLD program staff at McCarthy Elementary School, so creating a vertical alignment for our students was a priority in order to provide a more consistent transition from the elementary program to the middle school programs. The consultation will continue this coming school year.



## PARENT INFORMATION CENTER

The Parent Information Center (PIC) is devoted to registration and school assignment for all students who attend Framingham Public Schools. In order to fulfill PIC's mission of providing students and families with a one stop shop that offers enrollment and placement services for all qualified students into Framingham Public Schools, staff members of PIC work closely with other departments in the district including: Office of Bilingual Education, Special Education, Transportation, Health Services, Food Services, Technology and district leadership. In addition, PIC works closely with Framingham pre-schools, head start, daycare centers, and community-based agencies. Along with the support of other departments, PIC provides the following services: acts as the face of the Framingham Public Schools to new and existing families enrolled in the district and provides critical resources and information to all families; administers registration and placement for all students from preschool - grade 12; processes student transportation applications and transportation fees; processes student transfer requests; processes placements for English Language Learner and Special Education students; provides notary service for residency affidavits, McKinney-Vento Homeless designation, and state reporting; and produces enrollment reports and projections.

The McKinney Vento Homeless Education Assistance Act (1987) is a federal law that ensures immediate enrollment and educational stability for homeless children and youth. Framingham Public Schools has a McKinney Vento Homeless Education Liaison. The local liaison serves as one of the primary contacts between homeless families and school staff, district personnel, shelter workers, and other service providers. The liaison coordinates services to ensure homeless children and youth enroll in school and have the opportunity to succeed academically. The homeless liaison assures expedited support and placement to families covered under this Act by providing immediate school placement based on the best interest of the student; immediate transportation assistance; immediate assistance with locating required registration documents before and after placement; and support with community resources to help meet the student's and family's needs. Parents/guardians and unaccompanied youth are fully informed of all transportation services, including transportation to and from the school of origin, and are assisted in accessing transportation services. The liaison is also responsible for collaborating and coordinating with the state Coordinators for the Education of Homeless Children and Youth, and community and school personnel responsible for providing education and related support services to homeless children and youth.

In FY'19, we:

- Started using the online registration system called Registration Gateway in order to streamline student enrollment;
- Started registering BLOCKS preschool students;
- Registered 1,906 students;
- Identified 569 McKinney-Vento Homeless Students;
- Printed 2,958 bus passes;
- Assisted families with diverse questions and concerns.

## DEPARTMENT OF FINE AND PERFORMING ARTS

The Fine and Performing Arts Department staff continues to focus on and support equity in programming, scheduling, and curriculum K-12 in Framingham Public Schools. Along with discipline specific awards and recognition, the K-12 staff worked closely to integrate social emotional learning strategies into every arts lesson. Professional development for our teachers included Social Emotional Learning and Arts Education as well as Culturally Relevant Literature in Art Classrooms. The schedules at the middle schools were aligned to provide equitable access to arts classes across the district, and the elementary schedules were revised to include SEL blocks to be facilitated by art, music and physical education teachers. We are positioned to use our strong arts programs and staff to build positive relationships and climates in all of our schools.



## Highlights of the 2018-19 school year in review

### Music

- Continued to expand the grade five band program: 80% of our grade five students are now taking band lessons. We presented a band concert at the Holiday Tree Lighting, and concerts were held at all elementary schools with their partner middle schools (Curriculum and Instruction);
- Expanded our grade five string program to include Barbieri, Stapleton and McCarthy (Curriculum and Instruction);
- The Framingham High School Marching Band: Achieved two 1st place finishes, four gold medals, a best percussion award, a best music award, 2nd place at championships, best drum major at championships (Family and Community Engagement);
- The FHS Percussion Ensemble: Second place, and third place at championships (Curriculum and Instruction);
- Four FHS students participated in the District Music Festival, one at the All-State Festival, and one representative at the National Orchestra (Curriculum and Instruction);

- 37 students from Cameron, Walsh, and FHS participated in the Central Mass Honors Band (Family and Community Engagement);
- In March, all fourth grade students in the district attended the Boston Symphony Orchestra Youth Concert Series performance at Boston Symphony Hall. There were 860 people, 750 students, and 110 staff and chaperones in attendance for this first annual event to introduce students to the symphony experience (Curriculum and Instruction).



### Visual Art

- Scholastic Awards: 10 Honorable Mentions, five Silver Keys, two Gold Keys. This is four more awards than we received the previous year (Curriculum and Instruction);
- K-12 Visual Arts Show at the Framingham Public Library during the month of March. Over 700 pieces of student art were on display and over 500 hundred visitors attended our opening reception (Community Engagement);
- FHS students in the National Visual Arts Honor Society installed a monthly art display at the Perini Building for the community to experience (Community Engagement);
- Many members of the arts faculty participated in a faculty art show at the Amazing Things Art Center in Framingham (Community Engagement).



### Dance

Framingham High School has added Dance to the Performing Arts offerings. We now provide Introduction to Dance classes and Advanced Choreography classes. These courses can also fulfill a Physical Education requirement for juniors and seniors. (Curriculum and Instruction)

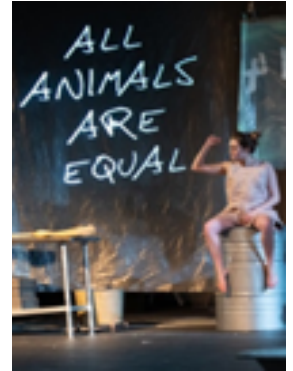


### Theatre Arts

- Added a Stagecraft class for project based learning at Cameron Middle School (Teaching all Students);
- Added a Middle School Theatre Manager to manage events at all three middle schools (Community Engagement);
- In March, Cameron Middle School hosted the Massachusetts Educational Theatre (METG) Guild One-Act Play Festival.

All three middle schools presented plays and received two gold medals and one silver medal, along with several awards recognizing outstanding acting and design (Curriculum and Instruction);

- Each middle school presented a musical; Cameron M.S. - Into the Woods Jr., Walsh M.S. - Little Mermaid, and Fuller M.S. - Alice in Wonderland, Jr. In an attempt to reach out to the broader community, both Cameron M.S. and Fuller M.S. included students in grades K-5 in their casts (Community Engagement);
- Framingham High School entered several competitions. Students were recognized for playwriting by METG, Trinity Rep, and Boston University (Curriculum and Instruction);
- The Framingham High School Drama Company presented Mamma Mia and Peter and the Star Catcher along with Animal Farm as their METG entry and placed as one of the top 14 schools in the state for the fifteenth year (Community Engagement);
- Amanda Fawell was selected by Broadway in Boston to represent Massachusetts at the National Musical Theatre Jimmy Awards (Community Engagement).



## OFFICE FOR EQUITY, DIVERSITY, AND COMMUNITY DEVELOPMENT (EDCD)

The mission of the Office for Equity, Diversity, and Community Development (EDCD) is to advance inclusive practices in all aspects of the Framingham Public Schools. EDCD recognizes the inherent dignity in all people and values inclusion of perspectives and culture in our district while working to eliminate bias and discrimination from impeding success for all.

EDCD envisions a school district where:

- Equity is infused across the curriculum;
- Adults live in a constant state of reflection and practice;
- Staff is representative of the student body;
- Affinity groups reflect the cultural breadth and wealth of the Framingham community;
- All perspectives are respected;
- Everyone matters; meaning they are valued and add value;
- The physical plant and grounds reflect values of inclusion.

The FY'19 school year marked the inaugural year of the Framingham Public School's Office of Equity, Diversity and Community Development (EDCD). In July 2018, Dr. Robert A. Tremblay established the EDCD and appointed Joseph Corazzini to the position of Assistant Superintendent of Equity, Diversity and Community Development. The district was able to

create the position at a cost savings to the district by merging two previous positions: Assistant Superintendent and Executive Director of Family and Community Engagement. The EDCD oversees the following departments: Adult ESL, BLOCKS Pre-School, Community Resource Development, the Early Childhood Alliance of Framingham, and the Parent Information Center. Additionally, the role of the EDCD is to spearhead the district's work on equity, to lead diversity and inclusion efforts, and to conduct investigations related to bias, hate or discrimination.

EDCD Highlights for the FY'19 school year include:

- Formalization of an Equity plan for the district;
- Review of existing district policies and practices;
- Partnered with the MetroWest College Planning Center to secure \$750,000 to launch our Early Start College Pathways program with Framingham High School, Milford High School, Framingham State University, and MassBay Community College;
- Facilitated professional development and school based support related to equity, diversity and inclusion;
- Updated reporting forms for bias investigations;
- Engaged national consultant to work with the district on equity;
- Participated in a year-long cohort sponsored by the Department of Elementary and Secondary Education to ready district leaders to launch culturally responsive teaching work in their districts. The sessions were facilitated by Zaretta Hammond, a nationally renowned teacher educator and education author;
- Partnered with the Racial Equity Sub-Committee and parents to develop an equity RFP for the district;
- Conducted school based investigations;
- Developed a parent listening tour to engage families on critical issues related to education that they wish to discuss in places they feel most comfortable;
- Attended over 15 teacher recruitment fairs;
- Developed marketing and communication to publicize our services to the school district;
- Reviewed research requests for the district.



**Framingham**  
**PUBLIC LIBRARY**  
Look here first.

49 Lexington St. (Main) | 508-532-5570

[library.public@framinghamma.gov](mailto:library.public@framinghamma.gov)

Expansion of innovative programming at the Main Library, renovations to the Costin Room, advancements in technology, securing of grants, continued changes in organizational structure, and the return of Bookmobile services after a 40 year absence highlighted a very successful FY'19 at the Framingham Public Library.

## MAIN LIBRARY IMPROVEMENTS

Major improvements continued at the Main Library for the second year in a row. New audio/visual equipment, including wall mounted cameras, were installed in the Costin Room that will allow for video recording of Library programs and other community events held in this popular venue. The Library has a long tradition of partnering with both Framingham Access Television and the City's Government Channel to record programs to CD format for later viewing. The new equipment will facilitate this tradition while also allowing for broadcasting over the Internet. We are very grateful to the Framingham Public Library Foundation for leading our fundraising efforts and to the City of Framingham for its financial support of this important project.

We are also appreciative of the involvement of the City's Building Facilities Department in this project. Their staff performed electrical work, carpentry, painting, and other key tasks that were required prior to the installation of the A/V equipment and cameras. We are most grateful for the large allotment of time and supplies devoted to this project.

Our new Makerspace also took shape this year as we transformed our Children's Craft Room into a family-friendly space that is interactive and flexible, stocked with resources and materials that encourage creative and innovative technology and crafting experiences. We are again grateful to the Framingham Public Library Foundation for leading our fundraising efforts and to the City of Framingham for its financial support of this innovative project.

## TECHNOLOGY

The Library continued to invest in technology for both staff and patrons. New scheduling software was purchased that will assist us in positioning staff across the system with the promise of greater efficiencies in our operations. The software will also result in the re-deployment of staff toward new service models such as the Bookmobile. We invested in our network by installing a new server, an enhanced Wi-Fi system and upgrades to key PCs. Our patrons saw additional Wi-Fi hotspots to borrow, the introduction of a 3D printer, and a host of technology devices in the "Library of Things" Collection.

## ORGANIZATIONAL CHANGES

Branch Library Children's Supervisor Robin Frank retired after 33 years of service to the Library. Robin will be fondly remembered for the outstanding work she did to develop strong collections, her joy of working with toddlers, and her enthusiastic support of Framingham Public School students and teachers. Robin will also be remembered for building the Library's Summer Reading Program into one of the largest in the Commonwealth and for developing the tremendously popular "Touch a Truck" program in cooperation with the Framingham Department of Public Works.

Circulation Department staff members Mary Garland and Harriet Weiner retired after 27 and 20 years of service to the Library, respectively. In addition to serving the public at the Circulation Desk, both had special duties and both performed



those duties exceptionally well. Harriet worked closely with the Friends of the Library to keep our important book donation operation running efficiently. With thousands of books donated to the Library annually, Harriet had to be organized, diligent, and collaborative. Harriet was all of these things and more. Harriet was an early supporter of the Framingham Reads Together initiative, and she developed and ran the popular “Mindfulness and Meditation” Book Group. Harriet was also responsible for developing the Large Print Collection and for many years was a valuable resource for the Inter-Library Loan librarian. Mary Garland was an assistant supervisor in the Department. Mary will be remembered for her big smile and strong emphasis on customer services. Mary believed that everyone should be made to feel welcome at their library, and she led by example for all her colleagues. Mary knew all facets of the Minuteman Library Network System and was an outstanding trainer for new permanent staff as well as our substitute staff.

POINTS OF SERVICE  
**1,671,000+**

Branch Circulation supervisor Paula Marsh retired after 20 years of service to the Library. Paula was responsible for ensuring that system-wide policies and procedures were implemented at the Branch. This became especially important when the new Branch opened in 2016 and we were able to introduce new services to our patrons. Paula was an outstanding trainer for new employees and she also served as a Sunday supervisor at the Main Library. In this capacity Paula was responsible for both library operations and our popular Sunday programming in the Costin Room.

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We wish all of these outstanding colleagues the very best with the next chapters in their lives.

## RE-THINK, RE-PURPOSE, RE-DEPLOY

With the retirements noted above came further opportunities to assess how we utilize the Library’s most valuable and valued resource – staff. We made significant adjustments in staffing levels and assignments to address growth in usage at the Branch Library in addition to addressing changes in technology and expansion of programming. The implementation of the “re-think, re-purpose, re-deploy” process resulted in the development of several key positions this past year. We strengthened our technology support staff and redeployed staff to operate the new Bookmobile. All of these realignments have contributed to making the Library more efficient, flexible, and responsive to our patrons. Additionally, a new Compensation Classification System as required in the Collective Bargaining Agreement (CBA) will address identified external and internal inequities in compensation. Importantly, the new Classification system will continue our efforts to establish internal advancement paths for staff. We are most appreciative of the efforts and support we received from Dolores Hamilton, Director of Human Resources for the City of Framingham, in this endeavor. We are equally appreciative of the Finance Division for their support of the CBA.

## A BOOKMOBILE ROLLS IN FRAMINGHAM!

On April 9th on the City Hall plaza, a new Bookmobile was proudly presented to the citizens of Framingham, marking a return of this service after a 40-year absence. The Framingham Public Library Foundation led the efforts that raised \$150,000 to purchase, outfit, and stock with wonderful collections this “library on wheels.” Fully accessible thanks to a \$15,000 grant from the Framingham Disabilities Commission, the Bookmobile will bring library services to all corners of our City for decades to come.



## UNIQUE PROGRAMS AND SERVICES

The Library continued its long tradition of addressing the unique needs of a diverse community with specialized services. The Library's Homework Center continued to offer free tutoring and homework to all Framingham students – elementary through high school. This afterschool program has assisted hundreds of student with school assignments while reinforcing the Library's role as an essential resource in their educational pursuits. The Annual Math Camp was once again very popular with over 80 young people attending the three-day program.

The Literacy Unlimited program provides a solid, comprehensive program for training and supporting volunteers to teach basic reading, writing, and math skills to adult learners, including those for whom English is a foreign language. Dedicated to increasing public awareness of the need to eliminate illiteracy in our community, and expanding the availability of educational programs that accomplish this, the program is based on the belief that literacy strengthens our society and promotes equality among its members. This program received \$34,000 in support from Literacy Volunteers of Massachusetts in FY'19.



The Library further responded to an identified community need by securing an additional \$7,500 grant from the Massachusetts Board of Library Commissioner to maintain the "Citizenship Corner" at the Main Library. This unique collection of materials, instructional services, and technology has assisted over 40 Framingham residents become citizens of the United States. The Literacy Unlimited program remains fully integrated with this new service, guaranteeing that this investment will fulfill its mission for years to come.

## COMMUNITY OUTREACH

The Library collaborated with many organizations responding to community needs and providing a wide variety of educational and enriching programs. This year, 19,378 people attended 1,307 Library sponsored adult programs at the Main Library. Highlights of the year included the expansion of community participation in our two lifelong learning programs entitled Adventures in Learning, presented in collaboration with Framingham State University. This is the only program of its kind in the nation that joins together the resources of a public university and a public library to specifically serve senior citizens. Our Lifelong Learning Lecture Series presented 20 lectures by scholars from the University as well as other colleges and universities in the area. Lectures on a variety of topics were given on Thursday evenings at the Library and attendance once again increased dramatically over the previous year. The daytime classes for seniors, held on Tuesdays in March and October were so popular that we once again had to limit registration. More than 200 seniors participated in each of the October and March programs. Support for this project was generously provided in part through the generosity of its membership. Framingham City Hall and the Callahan Senior Center contributed to the success of this program.

## GRANTS AND DONATIONS

The Library successfully pursued several grant opportunities in FY'19 that enhanced existing programs and brought new programs to Framingham. The Adventures in Learning Program received a \$2,000 grant from the Joseph L. & Ray L. Freund Foundation to underwrite the lecture series component of this unique life-long learning program. Impact Framingham provided a generous grant in the amount of \$1,500 to underwrite a new Summer Concert Series at the Branch Library. Whole Foods continued their support of the Library with a \$1,000 grant supporting our "Around the World" film series. Other contributors to the Library in FY'19 included: BJ's Wholesale, Cumberland Farms, Hammond Residential, Metrowest Credit Union, Morton J. Shuman Law Offices, Pizzeria Uno's, Roche Bros., Stop & Shop, Trader Joe's and Wegman's. The Library also received a very generous \$5,000 grant from the Foundation for Metrowest to expand opportunities and capacity in the Literacy Unlimited program. All of these grants and donations enable the Library to enhance and expand services that the community believes are important. We are most grateful to our generous grantors and donors for their support.

## PROGRAMMING

The Library's adult programming was once again diverse and attracted large and enthusiastic audiences. Our goal continues to be to provide a variety of cultural and informational programs that educate, entertain and enrich our audiences. Our Friday Night Film Series regularly attracts large and enthusiastic crowds. Our Sunday Concert Series and Summer Concert Series provide a variety of classical and popular music with emerging artists that often attracts capacity crowds. The "Brown Bag Learning Series" is an informal lunch time program featuring speakers from local businesses and organizations. The Library also added several new Book Clubs to our existing offerings in response to both patron and staff interests.



New programming at the McAuliffe Branch Library ramped up this year. Hundreds of patrons attended outdoor summer concerts held in collaboration with the Amazing Things Art Center of Framingham. The new Friday Night Film series was equally popular, as were special lectures, journal writing, book discussions, etc. As envisioned when the new Library was being designed, the community meeting room has become a valuable resource for residents wishing to gather on the north side of the City.

We appreciate the efforts of our local media, newspapers, email lists, and online media in helping us publicize our programs to the community. Thanks to the many volunteers who have assisted Library staff in making these programs possible, and especially to the Friends of the Framingham Library who financially support our efforts. We also appreciate the financial support from local businesses and the Framingham Cultural Council that have helped defray the costs of bringing innovative programming to our patrons

## FRIENDS OF THE LIBRARY

The Friends of the Framingham Library Association, Inc. continued their long tradition of dedicated work on behalf of the Library. The Friends, through their monthly book sales, raised thousands of dollars to support collections, programs, and special projects. Notable contributions this year included 120 new chairs for the Costin Room and a \$15,000 contribution towards the new Bookmobile. There are numerous and rewarding volunteer opportunities that will fit just about anyone's schedule. Please consider joining this essential organization!



## LIBRARY TRUSTEE NEWS

The City Charter, in Article X: Transitional Provisions, extended the terms of sitting Library Board members, with six seats up for election in November 2019, and the other six in November 2021, as there was no election of Trustees in the City election of November 2017. The Trustees serving at the beginning of this fiscal year were Maria Barry, Eric Doherty, Jan Harrington, and Nancy Coville-Wallace (elected in the municipal election of April 2015); Bob Dodd, Liz Fideler, Ruth Winett, and Bill Wray (elected in the municipal election of April 2016); and Art Finstein, Steven Malchman, Elizabeth Roy, and Jo-Anne Thompson (elected in the municipal election of April 2017). All continued to serve through the end of the fiscal year, with the exception of Liz Fideler, who resigned from the Board in May 2019, in preparation for a move out of Framingham.

In November 2018, the Trustees re-elected the following officers: Eric Doherty, Chair; Elizabeth Roy, Vice-Chair; Maria Barry, Secretary; and Arthur Finstein, Treasurer.

As previously mentioned, long serving Library Trustee Elizabeth Fideler resigned from the Board of Trustees in May after relocating to a neighboring community. Liz will be remembered for her dedication and the goal oriented acumen that she brought to the Board. Liz will also be noted for the tremendous skills she demonstrated as Chair of the Trustees, leading

the charge to develop a comprehensive Emergency Preparedness Manual for the Library. In this capacity, Liz guided the development of the manual and the insistence that the Library work closely with the Framingham Police Department to develop practical staff safety training opportunities. Another significant contribution by Liz to Framingham and its Public Library has been the very successful Framingham Reads Together project. Every other year, the Library leads the City in selecting and collectively reading one book, and presenting interesting programming around that book. Liz has been the driving force behind this program and was instrumental in bringing such renowned authors as David McCullough to Framingham. We all join in thanking Liz Fideler for her service to the library community, and for a job well done!

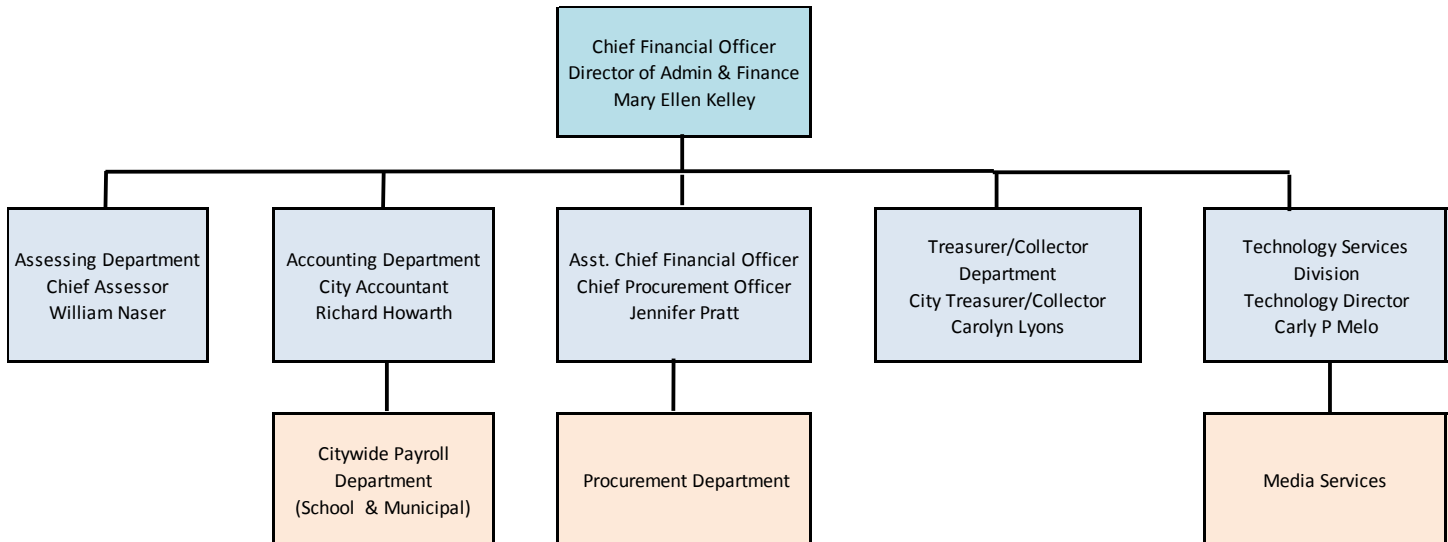
Finally, we appreciate the Citizens of Framingham's ongoing recognition of the importance of their libraries for everyone. We also appreciate the ongoing support of the Mayor, Chief Operating Officer, Chief Financial Officer, City Solicitor, and the ongoing collegiality and support of other City Departments. We also appreciate the support of the City Council Finance Committee, Disability Committee, and other committees during a very successful FY'19.



**4,870 NEW  
LIBRARY CARDS**

# Administration and Finance Division

The Administration and Finance Division is composed of five departments: Accounting, Assessing, Purchasing, Technology Services and the Treasurer/Collector.



## OFFICE OF THE CHIEF FINANCIAL OFFICER

FY'19 was the first full fiscal year as a City. The budget was developed collaboratively with the Mayor, Division Heads, and Department Directors to leverage City resources for the best service delivery. The Financial Transparency Center on the Framingham website is more dynamic than ever with the FY'19 budget loaded on our ClearGov page and City expenditures now posted weekly on the OpenData portal.

In December 2018, the City borrowed \$29.8 million at a very favorable rate of 3.15% via the municipal bond process. The City, again, received an excellent credit report, which affirmed our Aa2 rating, prior to the bond sale. While we still have challenges related to our ability to manage and afford the maintenance and repair of facilities and infrastructure, our approach to addressing the financing and investment of our capital and operating budgets has enhanced our access to the municipal bond market.

In our second year of budget preparation as a City, we took feedback from the City Council's Finance Subcommittee to eliminate unnecessary information. The Assistant CFO Jennifer Pratt and Financial Analyst Margaret Ottaviani were instrumental in reformatting/streamlining the financial information to be clear and concise. Quarterly reporting formats are now used by all departments for bimonthly group meetings. Additional School-specific reports have been created. These reports have been used to communicate the quarterly financial position of the City to the Mayor, Division and Department managers, the City Council Finance Subcommittee, and the School Department. The year-end expenditure reports have also been streamlined to show simple personnel and operating spending amounts for FY'19.

The Administration and Finance Division successfully closed out FY'19 with a surplus. The Stabilization Fund maintained its policy set 5% funding amount with the FY'19 appropriation. However, the Capital Stabilization Fund has decreased from over \$10 million to \$2.1 million due to the appropriation of \$8 million, as planned, to the Fuller School replacement project. The Mayor's recommendation for the FY'19 budget was to add \$1.9 million from free cash to the Capital Stabilization Fund to support the Long Range Building Plan. This appropriation was not supported by the City Council, who reallocated the funds to offset the FY'19 tax levy. A modest contribution of \$250,000 was made to the City's OPEB liability.

The revenue and expenditure report included in Appendix III provide the year-end results for FY'19.

The departments that make up the Administration and Finance Division are often overlooked, as they do not perform functions in direct contact with citizens. However, financial flexibility and quality control provided by the Departments described below enables the City to focus on service to the public and on maximizing financial resources. As operational partners to all the front line, direct citizen service departments, it is our goal to enable those departments to focus in their work knowing they are well supported financially and technologically. Collectively, the Department Heads in the Administration and Finance Division have more than 120 years of professional experience in their respective fields.

## ASSESSING DEPARTMENT/BOARD OF ASSESSORS

### General Scope and Function

The Department of the Board of Assessors is comprised of three appointed Board members and eight full time staff employees: Chief Assessor, Commercial Assessor, Office Manager, four Field Assessors and one Customer Service Representative.

The Office of the Board of Assessors is a value-based department. The Assessors are primarily responsible for determining the full and fair cash value of all real and personal property within the municipality.

Other duties of the Department include: administer motor vehicle excise tax, compile and submit the annual Tax Rate Recapitulation to the Department of Revenue in conjunction with the Town Accountant, abate/exempt/defer taxes, defend established values on abatement applications and at Appellate Tax Board hearings, maintain tax assessment maps, and oversee the town's overlay reserve account (an account established to fund abatements, exemptions, and unpaid taxes for the respective fiscal year).

Tax law intends for each taxpayer to pay an equitable share of the tax burden in proportion to the value of the property or asset. This is known as ad valorem tax, or according to value tax. It is important to note that Assessors do not raise or lower taxes, nor do the Assessors set rate of taxation (tax rate). These determinations are made with the assistance of assessment values, but are decisions made outside of the scope of the Assessing Department.

### FY'19 – Certification Value Year

FY'19 was the quinquennial (5) year for the City of Framingham.

The Assessing Department does the following for value adjustments for this type of fiscal year:

- **Real Property** - Review, analyze, and if necessary, adjust current value assessment levels, using primary source data such as sales within the town for residential properties, and sales and income and expense information returns for commercial and industrial property. Review of secondary source data is also used. Secondary sources are local builders, local real estate agents, subscription services, and sale and assessment information from other towns or cities.
- **Personal Property** – Review, analyze, and adjust asset values based on Form of List asset returns. Assets are placed in the assessment system based on replacement cost and depreciated using schedules based on asset type.

In addition to the above analysis, the Department does the following: continues with annual cyclical inspections of both real and personal property accounts, adjusts assessing map, updates real property per building permit inspections, updates the website, processes abatement applications, processes personal exemption applications, processes tax deferral applications, and administers motor vehicle abatement applications. The culmination of the real and personal property analysis is the submission of the real property sales and statistical work to the Massachusetts Department of Revenue, Division of Local Services (DLS) for value approval.

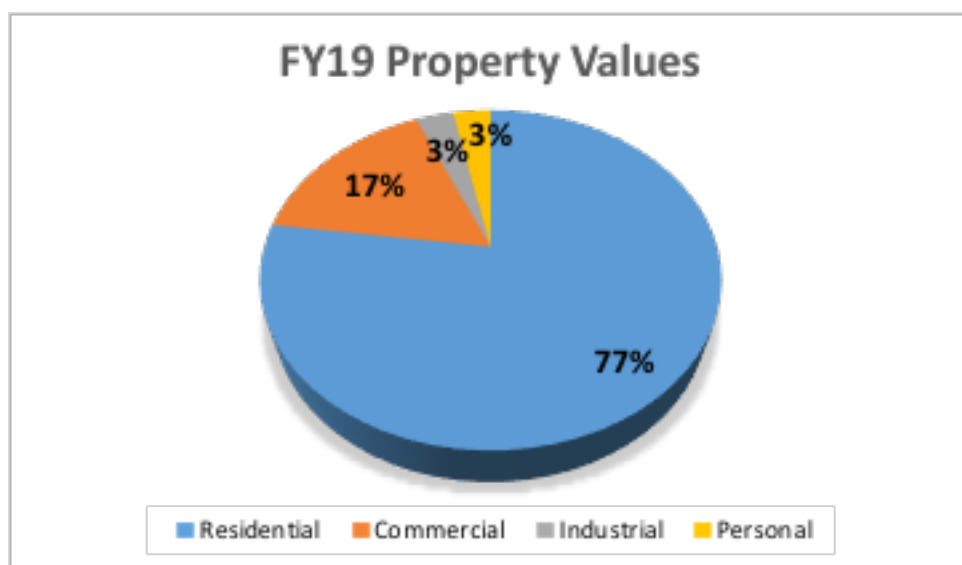
These actions and valuations occur every year, with the fifth year being different tax year type, known as a certification year, essentially, an assessing audit performed by the Department of Revenue DLS. Assessors review market information and adjust values according. Consequently, one of the main duties of the DOR Bureau of Local Assessment is to review and approve each municipality's property values each year, to ensure that values are at full and fair market value; and to ensure uniform valuation and industry standards are meeting or exceeding Department of Revenue assessment standards.

## Value methodology

- Residential properties are generally valued and adjusted based upon market sales that occurred in calendar year 2017;
- Commercial & Industrial properties are generally valued and adjusted based upon the following: market rental income, market rental expense, market vacancy rates, and area income capitalization rates in calendar year 2017;
- Personal property is generally valued and adjusted based upon: asset description, condition, replacement cost new, year purchased and asset depreciation schedule, as of the assessment date.

## Tax Rate Summary

The total amount to be raised through taxation (tax levy) is calculated after all other sources of revenue and total expenses for the City are known. The levy for FY'19 was **\$191,224,338**. The Department of Revenue approved the following tax rates: **\$15.38** per \$1,000 of value for residential properties, and **\$33.61** per \$1,000 of value for commercial, industrial and personal property properties.



## ACCOUNTING DEPARTMENT

The City Accountant is responsible for insuring that all expenditures of the City conform to the requirements of Massachusetts General Laws, City Council ordinances and Grantors, and do not exceed City Council ordinances or grant authorizations. The Department also accounts for all financial transactions of the City – receipts, expenditures and payroll – in conformance with generally accepted accounting principles and the Uniform Municipal Accounting System promulgated by the Commonwealth of Massachusetts Department of Revenue. It then makes this accounting information available to (1) the City's municipal program managers to facilitate their management of program budgets, (2) independent auditors who must opine on the financial condition

### Accounting Department Staff

Richard Howarth	City Accountant
Nancy Lomas	Assistant City Accountant
Dawn Divito	Payroll Administrator
Mark Bingle	Payroll Coordinator
Faith Greenberg	Payroll Coordinator
Shirley Tibbert	Accounts Payable Specialist
Kelly Lanefski	Administrative Assistant 3
Stephanie Galli	Administrative Assistant 3
Lauren DiGiandomenico	Payroll Specialist (PT)

of the City, (3) state and federal agencies for use in generating financial information for program and policy development, (4) credit rating agencies for their use in assessing the City's fiscal stability and creditworthiness, and (5) residents.

All departmental financial activity, including the School Department, is channeled through the Accounting Department for review and/or approval and posting to the numerous ledgers. The Department prepares financial statements for all City funds; tax filings and reports for FY'19. The Department processed over 11,850 purchase orders and certified funds availability for over 430 contracts; set up 94 grants and processed 78 amendments; processed over 1,100 employee reimbursements; added over 700 vendors; reviewed over 47,800 invoices; and issued over 16,900 accounts payable checks. In addition, 551 new employees were added and 613 employees were terminated (includes School and municipal departments). Many of the payments processed to vendors are substantial.

The chart on the left is the list of the top ten vendors paid during FY'19. The policies and procedures developed and enforced by the Accounting Department reduces the risk of incorrect payment; safeguarding taxpayer funds.

### Top Ten Vendors Paid in FY19

US Bank	\$71,292,818
Group Insurance Commission	\$37,822,148
Framingham Retirement System	\$15,459,324
Keefe Technical School	\$8,998,043
Accept Education Collaborative	\$6,647,920
Durham School Services LP	\$5,665,887
Page Building Construction	\$5,328,624
Newport Construction Corp.	\$4,767,763
Mass Clean Water Trust	\$3,993,575
Albanese Bros., Inc.	\$3,325,244

## PURCHASING DEPARTMENT

The Department's goal is to ensure that all purchases of goods and services made by the City and School departments maximize the value of available funds while operating in strict compliance with procurement laws and regulations of the Commonwealth. Located within the Finance Division, the Department includes a Procurement Administrator, Amy Putney, who has been with the department since 2013 and employed by the City since 2004, and a part-time Administrative Assistant, Christine Hampson, who joined the Department in 2016. Both employees report to the Assistant CFO, Jennifer Pratt, who has been employed by the City since 2001 and has held the designation of Chief Procurement Officer since 2014. The Chief Procurement Officer and Procurement Administrator hold certifications as Massachusetts Municipal Public Purchasing Officials (MCPPO), awarded by the Commonwealth of Massachusetts Inspector General.

The Chief Procurement Officer oversees the Department and is responsible for procuring goods and services for City and School departments using best practices for procurement and per established laws, ordinances, and city policies. The Chief Procurement Officer is responsible for the purchase of property and casualty insurance for the City as well as all bids and contracts. The Department manages real property acquisitions and dispositions, including leases involving municipal buildings. The Chief Procurement Officer reviews individual transactions of any amount from all departments. Department of Public Works Capital procurements are conducted by the City Engineer, the Assistant Director of Public Works, and the Capital Procurement Administrator, all of whom hold MCPPO certification. Contracts for these purchases are reviewed and approved by the Chief Procurement Officer.

In FY'19, the Department continued to streamline procurement processes and enhance the capacity of the Department to educate and assist departments with contracting services and purchasing commodities. Services included conducting bids,

awarding contracts, and coordinating with City Council and the Mayor for contract approvals. The Department provided technical assistance to City and School department staff and managers in the use of statewide contracts and compliance with purchasing laws and regulations.

The Purchasing Department has worked closely with all City and School departments during their work on various capital projects authorized in prior fiscal years, including Fire Station 2, Village Hall Renovations, and Fuller Middle School. In FY'19 the Purchasing Department awarded 140 City contracts with an approximate value of \$8.7million, 116 School contracts with an approximate value of \$94.8 million, and 68 public works contracts with an approximate value of \$16 million. Additionally, the Department awarded 75 unit price, on-call, or revenue contracts.

## **TECHNOLOGY SERVICES DIVISION**

Carly Premo Melo, Director

The Technology Services Division is committed to providing the highest level of service possible while being fiscally responsible. The Division goals focus on maintaining a stable, up to date network and end-user environment that enables and enhances user productivity. Additionally, we look to leverage technology wherever possible to streamline and automate processes. Below are some of the Division's top accomplishments for the year.

### **Data Services and Development**

Alan Holt, Asst. Director/Development

Anthony Sylva, Programmer/Analyst

Heidi R. Bryce, Manager/Applications Services

Charles Duross, Public Safety Systems Administrator

### **Permits and Licenses**

- Over 17,300 permits were issued during the year – about 17% more than last year. The system is used by the Building, Fire, Planning, Board of Health, Conservation, Zoning, Police, City Council and Public Works Departments.
- The volume of online applications and payments for permits more than doubled to 4,500 applications. Online applications and payment are available 24 hours a day, obviating the need to come to City Hall.
- Currently 250 different types of permits, licenses, and case types are tracked in the system. The records are maintained by 12 different departments. The system interfaces with the City's GIS, Assessor records, state licensing authorities, the City's document management system, and DigSafe.
- One of the new applications create this year is the Marijuana Host Community Agreement. The entire process has been implemented online with electronic document review – no paper is required for this new regulatory process.

### **eForms, eDocuments, and City Operational Data**

- The city uses Laserfiche Forms for online permit applications. It is also used to streamline internal processes and eliminates excessive paperwork. eForms are used in the Building Department, Police Department, Fire Department, Public Works, and soon the City Clerk and License Commissioners.
- The City also uses Laserfiche for electronic document processing and archiving. The number of eDocuments stored in the archive has grown almost 50% since last year, to over 750,000 consisting of over 1 billion pages. This represents a stack of pages over 100 miles high!
- The system has over 100 City employees who add content every day. Public documents are accessible through the Online Archive on the City's website.

- The City also makes copies of finance data and operating metrics available to the public through the Transparency Center, located on the main page of the City website. Data can be accessed in formats that can be used by spreadsheet tools. Information includes salary, revenue, expenses, public safety activity, permitting activity and property assessment.

## **APPLICATION SERVICES**

Application Services is responsible for ongoing support of the City's financial management system, Munis, for both School and City employees; and Granicus Legislative Management, which manages agendas and minutes for all City Board, Councils, and Committees and are visible to the public via the Web Portal with more than 90 active meeting groups represented.

### **MUNIS**

- Completed major software upgrade;
- Automated the creation of digital Purchase Orders documents, resulting in more efficient, paperless distribution to vendors;
- Streamlined requisition entry process with customized data on entry screens;
- Created user reference library.

## **LEGISLATIVE MANAGEMENT**

- Provided ongoing technical support;
- Updated Meeting Portal documents as needed;
- Created templates for new City meeting groups (Environmental Task Force, Loitering Task Force);
- Created matching generic templates for agendas and minutes available to all meeting groups wherever possible to streamline and automate processes.

## **PUBLIC SAFETY**

Public Safety is responsible for supporting key information technology applications and related technologies utilized by the Police and Fire Departments and for ensuring critical public safety systems function efficiently and effectively on a 24/7 basis.

- The server virtualization project begun in FY'18 is complete. All systems that manage dispatch, records management, and analysis are operating on virtual servers with disaster recovery capabilities.
- The rollout of replacement police cruiser computers was completed. Replacement devices were received from the manufacturer to resolve hardware problems.
- Implemented data replication process for primary dispatch incidents and records reporting. The replication is usable for analysis and integration with other authorities' applications.

## NETWORK AND USER SERVICES

James V. Schiavone, Asst. Director/Support

Robert Becker, Network Technician

Stephen Bedard, Helpdesk Technician

Network and User Services is responsible for the ongoing support services of the City's Fiber network, servers, and desktop devices; messaging, security and WIFI; Help Desk support, set-up and training; email, Internet, hardware and software support; inventory maintenance; and policy and licensed software audits for all City departments. User Services is also responsible for PC, printer and software upgrades and maintenance, and City meeting equipment and presentation assistance to City administration, departmental staff, boards and committees.

### FY'19 Accomplishments

- Migrated the Department of Public Works from Nortel phone system to the Citywide Cisco VOIP system; this included configuring and installing 70 phones and voicemail for all users;
- Began an online cyber security end user training program with monthly training lessons and email Phishing tests to enhance employees' cyber security awareness;
- Upgraded our voice environment to allow us to use the newest versions of collaboration software including Webex;
- Created a new budget program for cyber security initiatives to assist with ever-increasing cyber threats;
- Worked with Capital Project & Facilities Management to sign a new three-year copier lease that is centrally managed and funded;
- Added two new traffic signals to the network, along with the new Fire station on A street and Village Hall;
- Reconfigured the network connection at Loring arena during its construction; this included supporting the temporary location and moving the connection back to the permanent location;
- Virtualized DPW time and attendance program, retiring outdated hardware;
- Began work on Citywide radio upgrade capital project.

Email	Inbound
Allowed	1,578,494
Blocked	2,256,872
Total	3,835,366
Email	Outbound
Sent	406,259
Encrypted	1,534

### User Services Support Statistics

492 Desktops

287 Laptops/Tablets

1988 helpdesk tickets created

618 users

New users created 225 - 159 School users to support the Munis upgrade and 65 new City Employees

New desktops – 101

New laptops/tablets 20

## Network Statistics

During normal business hours we maintained an industry accepted 5 9's of availability (99.999%).

### Fiscal Manager Kimberly Saucier

The Fiscal Manager is responsible for managing the Department's finances. This includes preparation of the annual operating and capital budgets, generating budgetary transfers and adjustments, tracking expenses, and producing budgetary reports. The Fiscal Manager also tracks software expiration dates and is responsible for managing contract renewals. Kim frequently corresponds with vendors for various reasons such as quote requests, invoice matters, purchase order processing, and monitoring contract statuses.

### Administrative Assistant Jennifer Nall

Jenn is a valuable asset in managing the day-to-day operations of the Technology Services Department. Her duties include attendance tracking, payroll, processing departmental bills, and overall office management. Additionally Jenn processes the Citywide telephone bills for both VOIP and traditional phone lines. Jenn is also responsible for the management of the onboarding process of new equipment ordered by all City departments.

## TREASURER/COLLECTOR DEPARTMENT

The Treasurer/Collector Department is responsible for the management of all City funds, including the investing of all City funds; the issuing of payroll and accounts payable checks; tracking and reconciling City receipts that are collected through all municipal departments; and working closely with the CFO, Accountant, banks, state agencies and all municipal departments to identify, secure and make funds available. The Treasurer's Office also handles the biannual bond/ban borrowing, and the collection of all of Tax Title accounts. The Department reconciles all 80 of the City's bank accounts and investments accounts, which at any given time have a monthly balance of \$125,000,000-\$150,000,000, for which the Treasurer ensures the City is receiving the maximum yield.

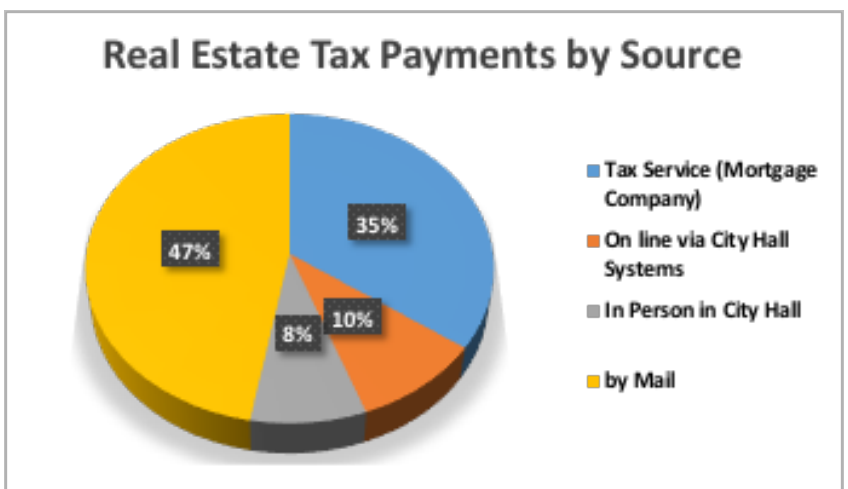
On the Collection side we are responsible for working with our vendors on the yearly mailing of 81,048 Real Estate bills, 4,912 Personal Property bills, 58,294 Excise Tax bills and the collection of 73,495 Water/Sewer bills that DPW send out. The majority of these payments made for each of the bills are done via mail, tax services or online (see pie chart).

The online payment company also collects MLC, school, police alarm, dog licenses and building permits.

The amount of accounts going into tax title has been steady over the past few years. For FY'18 there were approximately 100 accounts put into tax title with a balance of \$520,000.

In December, 2018 we went out to bid for a General Obligation BAN in the amount of \$856,822 with a premium of \$4289.30. The winning bidder was Eastern Bank with a NIC of 2.4980%. We also went out to bid for Bonds for \$29,880,000, with a premium of \$2,754,141.11. The winner bidder was Piper Jaffrey with a NIC of 3.154059.

FY19 Treasurer Billing	# of Bills	Amount billed	Collection Rate
Water/Sewer Bills	73,495	\$45,211,316	98%
Real Estate Tax bills	81,048	\$180,782,260	99%
Personal Property Tax bills	4,912	\$10,442,077	99%
Excise Tax Bills	58,294	\$8,520,000	89%
Totals	217,749	\$244,955,653	



In June 2019 we went out to bid for a General Obligation BAN in the amount of \$17,393,736 with a premium of \$84,359.62. The winning bidder was TD Securities with a rate of 2.50%.

The City also received a \$1,271,090.00 Sewer Bond from the MWRA, of which \$953,317.50 was in the form of a grant, and \$317,772.50 was in the form of an interest-free loan.

The Treasurer/Collectors' staff is well trained and is cross-trained to ensure a timely delivery of services to residents, especially through peak periods of activity.

Mary Ellen Kelley, CFO/Director of Administration and Finance: [mek@framinghamma.gov](mailto:mek@framinghamma.gov) – (508) 532-5425

Jennifer Pratt, Asst. CFO/Chief Procurement Officer: [jap@framinghamma.gov](mailto:jap@framinghamma.gov) – (508) 532-5425

Richard G. Howarth, Jr., City Accountant: [rgh@framinghamma.gov](mailto:rgh@framinghamma.gov) – (508) 532-5413

William G. Naser, Chief Assessor: [wgn@framinghamma.gov](mailto:wgn@framinghamma.gov) – (508) 532-5415

Carolyn R. Lyons, Treasurer/Collector: [crl@framinghamma.gov](mailto:crl@framinghamma.gov) – (508) 532-5430

Carly P. Melo, Director, Technology [cp@framinghamma.gov](mailto:cp@framinghamma.gov) – (508) 532-5829

The mission of the Framingham Division of Public Health (the Division) is to equitably protect and promote the health of the diverse populations that live, learn, work, and play in the City of Framingham. We seek to support and enhance health through strong leadership, high quality services, culturally competent health education, and collaboration with diverse local and regional partners. In FY'19, the Division moved out of our office at the Fuller Middle School. We established the Office of Public Health Nursing at a downtown store front to provide easier access by our residents.

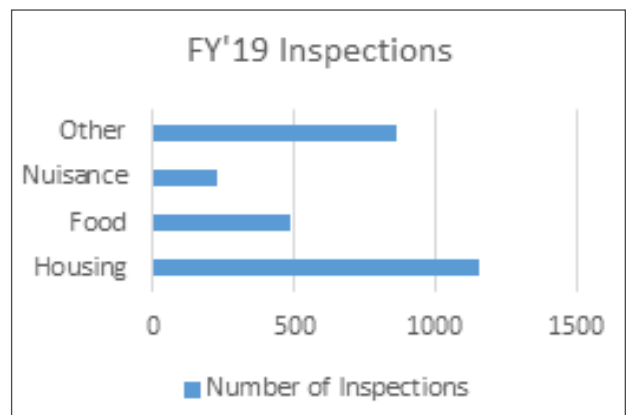
## LEADERSHIP & GOVERNANCE

Under the leadership of the Director of Public Health, the Division is comprised of four main service areas: Environmental Health, Community Health, Public Health Nursing & Emergency Preparedness, and Administration. In FY'19 the Division hosted 13.5 Full Time Equivalent (FTE) positions that are municipally funded, 1.5 FTE positions that are grant funded, and five independent contractors. Highlights of the Division's FY'19 activities are included in this report.

The Board of Health (BOH) is a three-member appointed body that provides policy direction to the Division. In FY'19, BOH members included Laura T. Housman, MPH, MBA (Chairwoman), Gillian Carcia, JD (Vice Chairman), and David W. Moore, MD (Secretary). In FY'19, the Board of Health adopted three health regulations: a new regulation on adult-use marijuana, a new regulation on the sale of food products, and a revised tobacco regulation that restricted the sale of all flavored tobacco products, including e-cigarettes, to adult-only retail tobacco stores.

## ENVIRONMENTAL HEALTH

The Environmental Health section of the Division regulates and protects many aspects of environmental health for the City of Framingham. Much of our regulatory actions are mandated by state and local laws and regulations. Our team of Public Health Inspectors, led by the Environmental Health Manager, carried out the operations of this section of the Division.

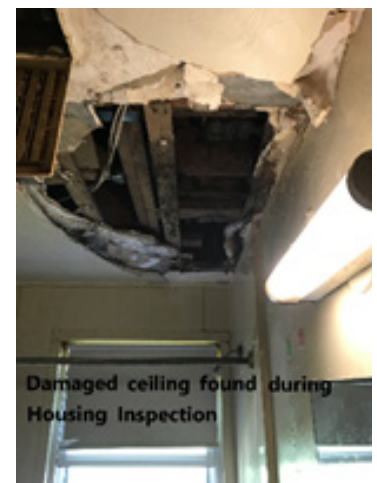


## Permits & Inspections

In FY'19, our team conducted nearly 3,000 initial and follow-up inspections, and over 230 plan reviews for new and/or renovated establishments. We inspected and permitted restaurants, commercial kitchens, farmer's markets, food trucks, recreational camps, septic systems, tanning salons, tattoo parlors, public and semi-public swimming pools, public beaches, bodywork establishments, keepers of farm animals, tobacco retailers, and marijuana establishments. We also offered lead paint testing, promoted smoke-free housing, conducted pre-rental housing inspections, and coordinated mosquito control efforts. Our inspectors responded to complaints related to housing, trash, rodents, beavers, odor, noise, dust, hoarding, and food-borne illness.

## Hoarding

Looking at our data, we found that a majority of our hoarding cases were referred to us by the Fire Department, typically after a medical call. In the fall of 2018, we collaborated with the Framingham Fire Department (FFD) and implemented a long-term deployment of our Community Intervention Specialist (CIS) to that department. As a newly created protocol, the CIS offered case management, referrals, and support to Framingham residents with hoarding disorder as a part of the FFD's responding team. In addition, the CIS is supporting active firefighters with training and stress reduction strategies.



## Environmental Justice and Major Contaminated Sites

Portions of South Framingham meet the definition of Environmental Justice Areas. In this district, we work closely with Massachusetts Department of Environmental Protection to advocate for the appropriate and timely remediation of three main contaminated sites – the Mary Dennison Park, General Chemical Corporation properties on Leland Street, and EverSource property on Irving Street. In FY'19, the Division created a new Environmental Protection Officer position to lead efforts in this area. The Division also contracted with Bois Consulting Services for additional technical support.



## COMMUNITY HEALTH

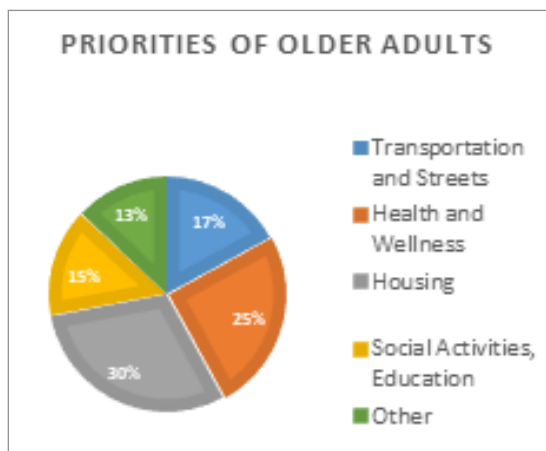
Guided by our mission, the Division has been investing more resources on improving the health outcomes of our residents through community health initiatives. In FY'19, we focused on three main programmatic areas: addressing the ongoing opioid crisis and other substance use issues, healthy aging, and a community engagement project in southeastern corner of the City where residents reported highest disparities in health outcomes when compared to the rest of the City. This section of the Division is led by the Assistant Director of Public Health.

### Substance Use Prevention and Intervention

Alongside City and community partners, the Framingham Division of Public Health continued to lead the region in preventing opioid misuse and opioid overdoses through its multi-year grant from the Massachusetts Department of Public Health (MOAPC grant). Led by our Division, the MetroWest Health Department Naloxone Distribution Program provided trainings and free access to naloxone (Narcan) through several local health departments during FY'19. This program provided for the training of over 450 individuals in how to recognize and respond to an opioid overdose, and for dispensing nearly 400 Narcan kits including equipping over 30 public spaces with this life-saving medication. This service has been extended for an additional year with grant funding from the MetroWest Health Foundation. In June of 2019, we partnered with Boston University School of Medicine to launch a one-hour online module to educate pediatric medical providers on the impact of the opioid epidemic on adolescents, risk factors, and safe prescribing guidelines. Additionally, we have continued to engage the community through education opportunities, including participation in a variety of panel discussions, presented to the Framingham City Council, and facilitated a public workshop through the Library's Brown Bag Lunch Series.

### Healthy Aging

With funding from the MetroWest Health Foundation, our Community Health Program Coordinator continued work that was started at the end of FY'18 on healthy aging. Our Coordinator led a local coalition, representing a wide range of community organizations and volunteers, who share the goal of making Framingham a great place for people to grow older. In FY'19, we conducted a baseline assessment to better understand the needs and priorities of Framingham's older adults. We had over 550 older adults complete community surveys and 100 older adults participate in focus groups, which were each administered in four languages, and conducted interviews with community leaders who work with older adults. We have partnered with Harvard Catalyst to analyze the data gathered to develop recommendations for action. We have also had several coalition members trained to become Dementia Friends and Honoring Choices Ambassadors, which will allow us to conduct community education on dementia, and on health care and end of life choices.



## Community Engagement

Two census tracts in the southeastern part of the City have substantial disparities in social and health outcomes when compared to more affluent neighborhoods in the City. In late 2018, we launched the South Framingham Initiative in partnership with the MetroWest Health Foundation to hear the perspective of residents of Southeast Framingham about their experiences in their neighborhood, their priorities, and what they feel would improve the well being of their community. We hosted a kickoff event at the Framingham Public Library, which over 75 people attended, including leadership from a wide variety of municipal, health, and social service agencies. In early 2019, the project team developed a community engagement plan for the initiative. The project team started to implement this plan in April. They created a variety of written and image based materials under the newly branded “Voices of the Community” Initiative (VtC). In addition to in-person interaction, the Project Director set up a VtC email address and phone number for residents to access. While the geographic area of this project is fairly small, it includes a variety of housing type and density. In order to engage as many residents as possible, the project team is employing multiple outreach strategies. In June 2019, the VtC Leadership Team met for the first time. This group includes members of the Steering Committee and residents of the project area. The Leadership team has been meeting regularly for the remainder of the grant to provide support, feedback, and guidance to the project team, review the findings from the interview data, and determine next steps for the initiative.

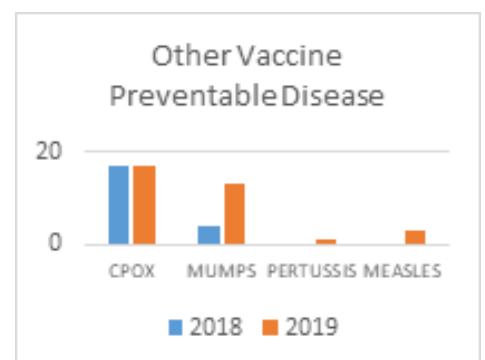
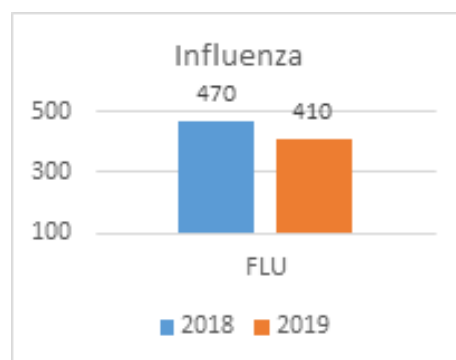
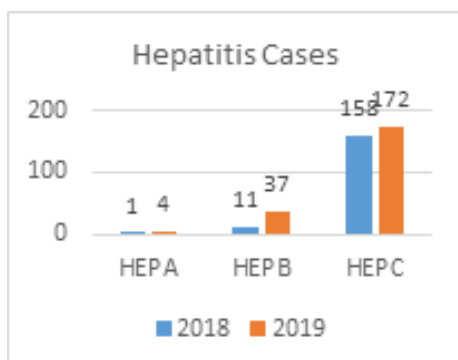


## PUBLIC HEALTH NURSING & EMERGENCY PREPAREDNESS

In FY'19, the Division continued to provide a plethora of public health nursing services in order to comply with state law and to meet the needs of our diverse population. Major activities included communicable disease control, immunization/clinic services, and emergency preparedness. Our Public Health Nurse also collaborated with colleagues and community organizations to provide health screenings and education, conduct food borne illness investigations, and oversee the medication and sharps kiosks.

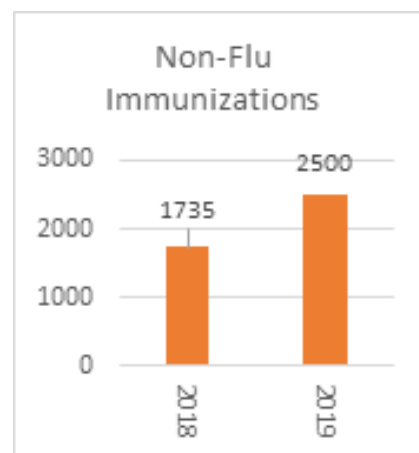
### Communicable Disease Control

Disease Surveillance is conducted on all reportable diseases, clusters, and outbreaks for trends, mapping, and health education. There were 863 cases of reportable diseases in FY'19, not including cases of tuberculosis. In contrast, the number of Hepatitis infection cases continued to increase in FY'19, which was consistent with the trends in the state and national surveillance data. Compared with FY'18, FY'19 saw a 13% reduction in influenza cases. This may be the result of an increased effort for vaccination. We administered 25% more influenza vaccinations from the previous year.



## Nursing Clinic and Immunizations

There was a 44% increase in clinic immunizations (not including City-wide Flu Clinic numbers) attributed to an increase in new arrivals, a robust outreach to at risk populations and reviewing immunization needs at every clinic visit. This is expected to continue to increase into 2020. There are ten hours per week of public clinic hours offering a range of services including child/adolescent/adult immunizations, health screenings, health education, agency referral and more. In November 2018, the Chief Public Health Nurse was recognized by the American Public Health Association for her public health nursing achievements.



## Emergency Preparedness

The Chief Public Health Nurse oversees the administration of the Medical Reserve Corps in Framingham, and sits on the Advisory Board for the Region 4A MRC and LEPC. There are approximately 250 medical and non-medical volunteers who provide emergency support/response for the City of Framingham. The volunteers were recognized by the Rotary International as “Organization of the Year” in 2019. Activities, training, deployments and drills are fundamental to the success of the MRC in Framingham. Activities this past year included more than 40 community events and education classes, such as the Boston Marathon, the annual community influenza clinic, and staffing storm related emergency shelters.

## ADMINISTRATIVE SERVICES

Our administrative staff provided high quality office support to our staff, and friendly customer service to the residents and business community. They handled incoming complaints, inquiries, and requests, as well as the issuance of permits for the Division. Our administrative staff also coordinated the patient flow for our daily nursing clinic when the clinic was co-located with the rest of the Division. They completed essential tasks including payroll, accounting, and purchasing for the Division. The section of the Division was staffed by our Office Manager and the Administrative Assistant.

In closing, I would like to express my sincere gratitude and deep appreciation to our Board of Health, MRC volunteers, other City departments, and each member of our department staff for their dedication and hard work in FY’19. Our achievements are the direct result of their commitment to public health in the City of Framingham.



**Public Health**  
Prevent. Promote. Protect.

# Capital Projects and Facilities Management Division

Memorial Building, Rm 133  
508-532-5485 | [facilities@framinghamma.gov](mailto:facilities@framinghamma.gov)

## FACILITIES MANAGEMENT DEPARTMENT

The Department of Facilities Management is responsible for the general maintenance, repairs, renovations, improvements, and day-to-day operations for multiple public facilities and parking lots owned by the City of Framingham. The Department oversees and maintains nineteen City owned buildings, the Waverly Street and Hollis Court commuter parking lots, Pearl Street garage, both Centre & Downtown Commons, and parking meters located throughout the downtown area. The Department consists of 15 fulltime employees, with an operating budget of \$2.6 million. The Department of Facilities Management and the Capital Building Projects Department have continued to work as a cohesive unit in all current and future building projects. Due to our in-house trades staff we have been able to provide a more efficient and effective approach to the everyday maintenance issues that occur.

310,850 sq. ft. Commons & Commuter Parking Lots

+

607,630 sq. ft. Building & Grounds

=

918,480 sq. ft.

Property	Address	Sq. Footage
Academy Building	16 Vernon Street	4,512
Amazing Things Art Center	160 Hollis Street	21,000
Animal Control	50 Western Ave	1,500
Athenaeum Hall	1580 Concord Street	5,884
Callahan Center	535 Union Ave	23,000
Centre Common/ Town Green		161,000 (3.71 acres)
Cushing Chapel	60 Dudley Road	3,600
Danforth Museum/Farley Annex	123 Union Avenue	142,000
Downtown Common		18,730 (.43 acres)
Hollis Commuter Parking Lot		61,420 (1.41 acres)
Main Library	49 Lexington Street	58,500
Capital Projects & Facilities Management Facility	10 Nicholas Road	6,500
New McAuliffe Branch Library	746 Water Street	17,350
Memorial Building	150 Concord Street	77,000
Old Edgell Library	3 Oak Street	8,000
Pearl Street Garage	3 Pearl Street	90,000
Police Headquarters	1 William Welch Way	68,000
Village Hall	2 Oak Street	11,500
Waverly Street Commuter Parking Lot		69,700 (1.41 acres)
Fire Station 1	1055 Worcester Road	8,600
Fire Station 2	2 Watson Place	5,544
Fire Station 2	A Street	9,840
Fire Station 3 (Headquarters)	10 Loring Drive	26,800
Fire Station 5	520 Concord Street	12,000
Fire Station 7	789 Water Street	6,500
Total Sq. Footage		918,480

This fiscal year the City had to relocate the Public Health Department and other departments within Memorial Building due to the new Fuller Middle School that is being built. Another challenge was finding a new location for the Health Clinic that was in close in proximity to City Hall to enable efficient administrative serves to the community. As a result of this effort, the City has provided the first standalone health clinic in the state.

In FY'19 the Department received the final rate of approval for the downtown parking smart meters. All meters will be installed in the fall of 2020. The meters have been removed since the downtown MA DOT project. With the new developments in downtown, the parking meters will be a traffic management tool for the City and will increase the rate of space turnover.

The Department continues to serve our 24/7 public safety buildings, consisting of police headquarters and five fire stations. This year the Department installed extractor washer and dryers for Fire Department gear at all fire stations. This will help reduce the exposure of hazardous contaminants on all fire gear, protecting the safety of our firefighters.

I would like to thank all of the City of Framingham officials and departments that we have worked with over the course of this past year. We appreciate the assistance and guidance you have provided to the Department of Facilities Management. We continue to strive to make efficiency improvements in the facilities we manage and will continue to focus on the reduction of our carbon footprint.

Finally and most importantly, I would like to thank my staff for their continued dedication and hard work. Their individual and combined efforts have helped create the quality of service for the Department of Facilities Management.

## CAPITAL BUILDING PROJECTS DEPARTMENT

In FY'19 year, the Capital Building Projects Department has completed two significant projects: the completion of the Village Hall accessibility project and the construction of the new Fire Station #2.

The Village Hall project consisted of major ADA upgrades to the entire facility including the installation of an elevator and new ADA restrooms. We are proud to announce that the entire facility is now ADA compliant, and the front entrance is now fully accessible. These improvements to the facility will assist the History Center in its ability to host weddings and events without having any access barriers.



The replacement and new construction of Fire Station #2 was long overdue as the original station was constructed in the 1890's. The new station will support the new development in Saxonville and the surrounding area. The nearly 10,000 square foot facility can house any apparatus in the Fire Departments fleet. An additional bay houses an ambulance, enabling Station #2 to provide additional services it was previously unable to provide.

In FY'19 the City hired its first Sustainability Coordinator, Shawn Luz. The City is dedicated to its commitment to reduce our carbon footprint. The City also applied for the 2019 Green Communities Competitive Grant. This grant funding will be applied toward the replacement of the original boilers at Fire Station #1, and upgrades to the mechanical infrastructure at all City facilities with energy management systems. These projects, along with additional energy conservation measures such as LED conversions throughout Parks and Recreation facilities, will continue our commitment as a Green Community.

The Department has successfully completed the boiler replacement at Fire Headquarters and HVAC upgrades at Fire Station #5. These mechanical upgrades have been financially supplemented through the Department's ability to ensure grant funding from the state. The Department will continue to apply for grants to offset the capital expenditures for our 20-year long range plans.

The Department also submitted the request for qualifications for the FY'18 Pearl Street Entrance ADA Accessible Capital Project for the Main Library. The Department is anticipating the design completion by late fall 2020, and for construction to begin in early spring, which would bring us to completion by the end of the summer months.

In closing, the Capital Building Projects Department will continue its methodical approach and preparation for all future projects.

The Human Resources Division consists of the Department of Human Resources and the Department of Veterans Services.

## HUMAN RESOURCES DEPARTMENT

The Department of Human Resources has multiple responsibilities related to future, current, and past employees. The Department is responsible for overseeing the recruitment and hiring process of new employees for all City positions, in accordance with state and federal laws, the established City policies and procedures, as well as the onboarding process. In addition, the Department maintains the City's job analysis and compensation plans; drafts, revises and interprets the City's personnel policies and procedures; plays a key role in negotiating and interpreting all collective bargaining agreements; fosters harmonious, engaged, productive labor and employee relations; performs cost and staffing analysis; assists in employee development and training; maintains and analyzes employee benefit packages; and oversees employee appreciation programs.

Additionally, the Department administers City, School and retiree personnel benefits, City and School workers' compensation, Family and Medical Leave Act (FMLA) leaves of absence, and unemployment insurance programs.

In FY'19 the Department focused on employee development and continued to support staff pursuing college degrees. Developing our internal talent is key to our future.

## Employee/Labor Relations

The Department settled the Professional Union Collective Bargain Agreement and implemented the Librarians Collective Bargaining Agreement. The Department processed eight (8) grievances and resolved six (6), with one potentially going forward to arbitration. The Department investigated three (3) claims of discriminatory harassment complaints regarding age, race and gender, all were resolved. In FY'19 we began negotiations for three (3) year successor agreements with nine (9) bargaining units, eight (8) of those bargaining units had contracts expiring on June 30, 2019. As part of our staff development/succession planning, 13 staff members attended a ten-week Effective Leadership Development training program. We have now put 74 of our senior managers and senior staff through this program over the last five years.

## Employment

Judy Caron is a Human Resources Generalist/Analyst. She coordinates the employment and recruitment process for all City departments, including advertising, reviewing employment applications and resumes, interviewing the candidates, verifying their backgrounds including education and experience, as well as conducting pre-employment background checks. With an upgrade to our applicant tracking software we are adding all vacant positions to the Applicant Tracking module. This system created efficiencies in the recruitment, hiring, and onboarding of candidates, ultimately increasing the efficiency by enabling hiring managers to review applicant resumes anytime. The system also decreases time for filling vacancies in a very tight job market.

The Department continued to expand and diversify our recruitment networks to increase our candidate pool. We participated in our first Virtual Diversity Job Fair and had 93 diverse applicants sign up to be notified of job openings through our website. We continued advertising with the Professional Diversity Network to support recruitment of a diverse candidate pool, and had 143 attendees review vacancies on our website during the Virtual Job Fair. We also advertised on such sites as Massachusetts Municipal Association jobs, Indeed, Dice, and Craigslist, as well as discipline specific sites such as N.E. Waterworks, Mass Health Officers Association, and the American Public Works Association. In FY'19 Judy hired 167 full- and part-time employees, 61 of which were temporary/seasonal employees. She conducted 186 CORI/SORI background checks on employment candidates. She also coordinates the Department of Transportation Commercial Drivers' License random drug and alcohol testing program. In 2019, there were 66 random drug/alcohol tests. Judy also administers the City Family Medical Leave Act (FMLA) policy and ensures legal compliance with the federal FMLA law. In FY'19, Judy managed nine (9) FMLA leaves. She is also involved with employee counseling and conducted 21 exit interviews in FY'19.

## Benefits

Robin Tusino is the HR Benefits Manager. She is responsible for administering all employee benefits including health, dental, life and disability insurance programs for the City, the schools, and retirees. In 2019, the Benefits staff held its annual Health Fair during the benefits open enrollment period with our insurance carriers. There were more than 55 community vendors, including health providers, local fitness centers, as well as numerous providers conducting health screens and safety awareness booths. Once again participation was high with active employees and retirees. The Benefits team started a Wellness Committee this year and began offering wellness events as well as a popular electronic Health and Wellness newsletter.

The Benefits staff also conducts educational in-service seminars to all off-site departments during open enrollment to share benefit news and information. Robin counsels all employees (School and City) who are retiring to ensure a smooth transition of benefits from an active employee to a retiree. In addition, she also counsels retirees who are turning 65 on the Medicare and supplemental insurance process and ensures that all necessary forms are completed. From January 1, 2019 through June 30, 2019, Robin counseled 49 municipal retirees and teachers. She also processes claims for forty (40) life insurance claims. Robin works closely with all active former and retired City and school employees.

Max Bastos is the Benefits Assistant. He assists with day-to-day benefit administration; including orientation, enrollment and disenrollment of employee benefits, and resolution of insurance issues. He is also responsible for the Consolidated Omnibus Budget Reconciliation Act or COBRA for City and School employees. In 2019, Max processed 220 COBRA notifications to City and School employees. Max also does monthly audits of our insurances to make sure enrollments and deductions are correct and that we are being billed accurately.

Benefits staff also managed claims for 3,094 employees and retirees, an increase of 2% compared to FY'18. Benefits staff are also responsible for new employee orientations, conducting open enrollment, orchestrating the health and wellness fair, and processing life insurance claims. In 2019, HR Benefits enrolled 232 employees, and processed 186 terminations and 13 life insurance claims.

## Workers' Compensation & Safety

Richard Lamb is a Human Resources Generalist and specializes in workers compensation. He oversees the safety and workers' compensation program for City and School Department employees, including reviewing accidents, coordinating medical claims, lost work time, light duty, and return to work programs. Richard also runs the Safety Committee for both the City and the School Department. One goal of the Human Resources Department is to create a culture of safety for all City Employees, including School employees, starting with new employee orientation. We have added safety training to each City employee's first day, and 43 employees attended safety orientation in FY'19. In 2019 two employees were retrained in safe driving, 17 attended CPR and basic first aid from the Department of Public Works. Thirty school principals attended preventing slips and falls training. The City, as of February 1st, is covered by OSHA, and 18 employees attended an OSHA Safety for Public Sector Employees programs. Reported injuries were down this year from 132 in FY'18 to 110 in FY'19, a decrease of 16.67%.

## Administration and Social Media

Renan Pinheiro is the Financial Coordinator. Renan assists with budget preparation, tracks accounts, and coordinates payment of all department bills including health insurance, workers' compensation, unemployment, and other departmental bills. He is also responsible for the Department accounts receivables, directly billing employees, retirees and surviving spouses for their portion of the health insurance benefits premiums. In FY'19 Renan sent 1,396 bills and collected \$166,374.10 in monies owed. Renan is also in charge of the Department's webpage and social media presence. He is also multilingual and helps with translation services.

Susan Embree is the Division's Administrative Assistant. She provides excellent customer service, greeting each visitor to the Department, making them feel welcome, and assisting them in any way possible, whether it's finding directions, walking

someone to the right department, or helping them fill out a job application. She provides administrative support to the Division, orders supplies, and coordinates monthly meetings with benefit vendors. She also plans and coordinates special projects such as employee training and development programs, Employee Appreciation Events, the Annual Tree Lighting, City Hall Trick or Treat Night, and other special events. Public Records requests dominated FY'19, and Susan continued her training and became an expert for the Division as the Public Records Access Officer (RAO). She worked closely with the state and is well versed in the laws, and she is very familiar with the City software, FoiaDirect. Susan processed 14 public record requests in FY'19.

## VETERANS' BENEFITS AND SERVICES

The Mission of the Department is to aid, assist, advise and advocate for Veterans and their dependents regarding their rights to benefits and services.

Craig Sullivan  
Mark Lupisella

Veterans Agent  
Assistant Veterans Agent

Framingham Veteran Services went to Framingham State University and MassBay Community College to answer questions from students about filing for compensation with the Veterans Administration. Multiple community outreach efforts were conducted at Veterans' homes for seniors that were unable to come to the office. We spoke at Senior Centers about our Chapter 115 program and discussed how to file for compensation with the Veterans Administration. In addition, the staff conducted outreach programs at Shillman House, and at the Library.

In November 2018, the Veterans Day Ceremonies included the presentation of a Medal of Liberty to Gold Star families from the City of Framingham on behalf of the Commonwealth of Massachusetts and Governor Charlie Baker. The City presented eight medals of Liberty to the next of kin of service men and women from the Commonwealth killed in action or who died in service while in a designated combat area in the line of duty, or who died as a result of wounds received in action, during the ceremony on November 11 at the Memorial Building.

In preparation for Memorial Day, over 4,700 flags were placed on the graves of Veterans in Framingham's seven cemeteries. Special thanks to all of the enthusiastic volunteers, including Boy Scouts and Girl Scouts.

On Memorial Day, May 27, 2019, the day started with a bus tour starting at the Memorial Building and making stops at the Old Burial Ground, Edgell Road Cemetery, Edwards Cemetery, and others, in honor of fallen military Veterans. After the tour there was a ceremony in Nevins Hall of the Memorial Building. The program included Framingham Firefighter Michael Burnes as the keynote speaker. The City of Framingham also awarded 10 Medals of Liberty to the families of Framingham soldiers who were killed in action.

## BUILDING DEPARTMENT

This fiscal year has continued to be very busy due to a robust economy and a plethora of new apartment complexes planned throughout the city. Permit revenue and issuance surpassed historic levels.

Building Department	508-532-5500
150 Concord Street, Room 203	508-532-5768 (fax)
Framingham, MA 01702	Building.Dept@framinghamma.gov

### STAFF:

Michael A. Tusino, Director

Fred Bray, Deputy Commissioner

Mark Elsner, Electrical Inspector

Suellen Seta, Code Enforcement

Paul L.M. Kelley, Code Enforcement

Stephen DeMarco, Local Inspector

Joanne Panarelli, Code Enforcement

Mark Dempsey, Access Compliance Inspector

James Murphy, Local Inspector

Mark Shahood, Plumbing-Gas Inspector

Edward Clinton, Plans Examiner

Steve Bedard, Assistant Sign Officer

Rebecca Nau, Code Enforcement

Vincent Sarnosky, Local Inspector

Michelle Fletcher, Administrative Assistant

Dackerson Isma, Administrative Assistant

**FY 2019 Operating Budget: \$1,146,056**

**Fiscal Year 2019 Fees Collected: \$4,843,636**

The focus of the Department continues to be the highest quality of public service by responding to concerns as they arise, following up on previous concerns, maintaining a record of property activities reviewed by inspectors and investigators, and being responsive to consumer protection.

The mission of the Department is to provide knowledge and service regarding local, state, and federal codes and standards in a manner that supports our commitment to public safety and the integrity of the Department. We willingly participate in programs of continuing education to keep our staff informed of the latest technology and requirements within the building trades industry as well as customer service and computer literacy.

Due to some retirements and an open position, the Department re-organized positions to operate more efficiently and cost effectively. These changes in staff yielded a \$60,000 savings in the FY'19 budget.

It has been a pleasure working with Mayor Yvonne Spicer and her administration as well as our City Council.

The following is a list permit activities for FY'19:

<b>Five Year Record of Building Activity in Framingham</b>					
<b><u>Number of Permits Issued</u></b>	<b><u>2014</u></b>	<b><u>2015</u></b>	<b><u>2016</u></b>	<b><u>2017</u></b>	<b><u>2018</u></b>
Single Family Dwellings	39	59	82	44	31
Two Family Dwellings	12	24	57	16	34
New Commercial Buildings	6	34	19	8	19
Alterations & Additions	3,000	2,860	2,894	3,421	2,933
<b>Total Building Permits</b>	<b>3,057</b>	<b>3,701</b>	<b>3,052</b>	<b>3,489</b>	<b>3,017</b>
<b><u>Estimated Cost of Construction</u></b>	<b><u>2014</u></b>	<b><u>2015</u></b>	<b><u>2016</u></b>	<b><u>2017</u></b>	<b><u>2018</u></b>
Residential	39,107,399	19,326,072	62,983,340	141,205,926	42,294,789
Commercial	96,925,065	46,534,855	61,962,176	43,720,886	263,265,224
<b>Total Valuations</b>	<b>136,032,464</b>	<b>65,860,927</b>	<b>124,945,516</b>	<b>184,926,812</b>	<b>305,560,013</b>
<b><u>Fees Received and Turned Over to General Fund</u></b>	<b><u>2014</u></b>	<b><u>2015</u></b>	<b><u>2016</u></b>	<b><u>2017</u></b>	<b><u>2018</u></b>
Building Permits	2,057,445	2,163,467	2,039,631	2,598,631	3,890,684
Sign Permits	17,325	15,719	10,806	12,704	18,335
Wire Permits	298,789	249,523	469,223	504,969	592,207
Plumb.& Gas Permits	208,712	220,874	174,989	207,831	451,382
<b>Total Fees</b>	<b>2,582,271</b>	<b>2,649,583</b>	<b>2,694,649</b>	<b>3,324,135</b>	<b>4,952,608</b>

## WEIGHTS AND MEASURES DEPARTMENT

The Weights and Measures Department operates as the City's "Consumer Protection Agency." The Department is mandated by the General Laws of the Commonwealth of Massachusetts to test, certify or condemn all weighing and measuring devices in the City, including scales, weights, gasoline/diesel meters, fuel oil meters, taxi meters, pharmacy balances, counting devices, etc., at least annually, to ensure their accuracy of weight, measurement, or count.

150 Concord Street, Room B15 Framingham, MA 01702  
508-532-5480 508-532-5789 (fax)  
jdd@framinghamma.gov

The Department also enforces the Motor Fuel Sales Act, Item Pricing, Unit Pricing, and Electronic Pricing (scanning) laws and regulations. In addition, the Department conducts numerous random inspections to ensure compliance with city, state and federal regulations. The Department continues to investigate a wide range of consumer/business complaints during the year and issues non-criminal tickets for violations under the 1998 Consumer and Merchant Protection Act. The department goal and focus is to keep a level playing field for both the consumer and merchant.

The Weights & Measure Department collected the following revenue:

**FOR CALENDAR YEAR 2018 -  
\$78,783.00**

**FOR FISCAL YEAR 2019 -  
\$70,060.00**

The Department also levied \$5,700.00 in violations in FY'19.

We look forward to continue working with Mayor Yvonne Spicer and her Administration as well as our City Council.

# Planning & Community Development Division

150 Concord Street, Room B-2  
Framingham, MA 01702

508-532-5455

[www.ChooseFramingham.com](http://www.ChooseFramingham.com)

## Introduction

The Planning & Community Development Division (PCDD) is mandated by the charter to consolidate three entities: Community and Economic Development Division, Planning Board, and Conservation Commission. Though not formally reorganized yet, PCDD has been operating as a consolidated group throughout FY'19. This report includes information from all PCDD activities, reflecting another step toward full integration. The PCDD undertakes a wide variety of projects focused on protecting and enhancing the quality of life for Framingham residents and the community at large, while promoting greater opportunities to make Framingham a desirable place to live, shop, work, learn, and invest.

## COMMUNITY AND ECONOMIC DEVELOPMENT DIVISION

The Community and Economic Development Division (CED) undertakes a wide variety of projects focused on protecting and enhancing the quality of life for Framingham residents. The projects are multi-dimensional, ranging from promoting homeownership and strengthening the City's tax base to providing policy analyses and pursuing mission-related grants. The Division consists of three departments: Planning and Economic Development, Zoning Board of Appeals (ZBA), and Community Development (CD). While each department concentrates on different functions, each coordinates closely with other departments & divisions, boards, committees, and the public.

## Planning and Economic Development Department

The Department concentrates on sound planning to promote economic development and support our residential neighborhoods. The Department pursues and manages mission-supporting grants while also providing staff support to City committees. The Department coordinates closely with Planning Board and Department of Public Works and Parks & Recreation staff on all relevant planning issues. The Department supports the implementation of key plans including the Land Use Master Plan, updated by the Planning Board in 2014, the Housing Plan (updated in 2014), the Open Space and Recreation Plan, the Strategic Economic Development Plan (EDIC 2015), the Southeast Framingham Brownfields Study (2016), the Bicycle and Pedestrian Plan (2017), and Historic Preservation Plan (2017).

The Department is committed to encouraging appropriate economic development, to grow the tax base, and to contribute to the fiscal health of the City. The Department promotes the development of major parcels for (re)development throughout City. Staff engage with businesses with expiring leases, monitor property available for sale and lease, and respond to questions from individuals and businesses interested in locating in Framingham. Staff members participate in interdepartmental teams that review development proposals to facilitate the project through the various review processes. Staff members also serve as a "front door" to City resources, connecting property owners, existing businesses, and prospective businesses with other municipal departments.

### Planning and Economic Development Department

Erika Oliver Jerram, Deputy Director

Memorial Building, Room B-2

(508) 532-5455

[Planning@framinghamma.gov](mailto:Planning@framinghamma.gov)

[www.framinghamma.gov/1666/Planning](http://www.framinghamma.gov/1666/Planning)

FY'19 Planning Department initiatives included:

***Downtown Transit Oriented Development - implementation.*** Building on 2015 Central Business District zoning amendments and the creation of an Urban Center Housing district in 2017, Framingham built a pipeline of six downtown projects reflecting a potential for 877 new housing units within a 10-minute walk to the MBTA Commuter Rail station. Taken together, this series of projects, when built, will provide a foundation for a downtown transformation.

This planning effort won recognition from the Massachusetts Chapter of the American Planning Association as well as a Smart Growth America Locus New England Award for the Alta Union House project at 75 Concord Street (now 55 Concord).

CED Director Arthur Robert with Wood Partners, Jim Lambert, accepting a LOCUS award for the Alta Union House from Smart Growth America



*CED Director Arthur Robert with Wood Partners, Jim Lambert, accepting a LOCUS award for the Alta Union House from Smart Growth America*

***Golden Triangle Planning Project.*** Working with the Town of Natick, the Planning team began this comprehensive planning effort in Spring 2017. This long-range project created a shared future development vision for the area. In FY'19, the Planning team finalized the report, leveraging the CoUrbanize online platform to gain 800 project comments through 5,900 unique web site visits, and conducted a joint community meeting with Natick staff. The Planning team will continue to advance the plan.

***Comprehensive Economic Development Plan, Phase 1.*** In FY'18, the Planning team collaborated with the Planning Board to set a citywide direction for future economic development. Phase 1 was completed in February 2019. The work included extensive consultant management, business leader engagement, "open house" sessions, an online survey yielding input from nearly 800 residents, extensive economic research, and engagement with City political leaders.

***Opportunity Zone designation.*** In May 2018, the federal government recognized two Framingham census tracts for eligibility under this new program. The designation offers the option for projects to attract investment from new opportunity funds offering federal tax advantages to investors. In FY'19, the C&ED Division actively promoted the program to property owners and external funders.

***Housing Community Choice designation.*** The Planning team led an application effort resulting in the May 2018 designation of Framingham as one of 67 Housing Choice communities. The designation led to Framingham receiving a \$250,000 grant for infrastructure improvements in the central business zone to support new growth.

***Nobscot Task Force.*** CED continued working with the Nobscot Task force to coordinate decision-making and actions leading to infrastructure improvements, new investments, and enhanced quality of life in the Nobscot neighborhood commercial center. The task force includes City staff, City Councilors, the Planning Board, and Framingham Library trustees. In FY'19, CED staff made progress on the Task Force's four key issues:

- Disposition of the Nobscot Chapel – RFP issued in FY'18 and successful bidder identified in FY'19. Stipulates moving and reusing the chapel in return for parcel.
- Edgell Road/Water Street intersection improvements – CED staff with DPW applied for MassWorks funding.
- Updated Zoning & Design Guidelines – CED staff worked with Planning Board Staff throughout FY'19 to update zoning regulations and conduct extensive outreach in the neighborhood.
- Shopping center redevelopment – on hold until rezoning is complete.

***Irving Street Park Crowdfunding.*** Using a technical assistance grant from MassDevelopment, the team worked with a landscape architect, Christine Wilson from Copley Wolff Design, to hold a neighborhood charrette to help design a new park at 150 Irving Street. This design became part of a crowdfunding campaign through a partnership with state agency MassDevelopment and

crowdfunding platform Patronicity. With an intensive effort, the team met the goal of raising \$50k in two months in order to unlock a 100% match from MassDevelopment.



*Images of staff and residents participating in the Irving Street Park design charrette in October 2018*

**Downtown Revitalization.** Building on planning efforts dating to 2009, the Planning Department coordinates and supports several efforts to promote revitalization and Transit Oriented Development (TOD). The Planning Department continued to work with other departments on permitting and other Downtown business issues.

**Downtown Framingham, Inc. (DFI).** CED supports DFI, a non-profit organization focused on building business, community, and culture through the Main Street America model. DFI provided assistance to 120 local businesses that affect 30,635 residents. DFI helped launch 14 new businesses and helped four businesses expand. In addition, DFI regularly promoted downtown businesses to heighten foot traffic and encourage local spending through its numerous activities, including cultural tours and signature events such as Taste of Downtown Framingham. Follow DFI on Facebook, Twitter, and Instagram or visit their website: [www.downtownframinghaminc.org](http://www.downtownframinghaminc.org).

During FY'19, the Community Development Department provided DFI with \$58,000 in grant funding through the Community Development Block Grant (CDBG) program. Department staff participates in public Board of Directors meetings and meets regularly with Courtney Thraen, DFI's Executive Director, to ensure coordination with C&ED efforts and policies.

DFI surveyed downtown businesses on key issues, including the impact of proposed parking meters. DFI hosted 40 business-based events, introducing the new Downtown Oktoberfest and the revamped Celebrate6 Marathonfest. DFI staff also began working with City staff on an effort to establish a sidewalk activation ordinance.

DFI's FY'19 placemaking efforts included a 350-foot landscaping project to install 58 bushes near the heavily trafficked commuter rail station. Additionally, DFI received a grant from the Massachusetts Cultural Council to design and install vinyl wraps on seven utility boxes that depict historical scenes surrounded by international flags. DFI also added a new art gallery at Sofa Café with plans for a second at Neca's Bakery.



*Placemaking Project on City Hall Plaza began in Summer 2018 and continued in Summer 2019.*

**Technical Review Team.** The Planning team continues to support a multi-departmental approach to ensuring timely and efficient project permitting. The team, including representatives of all permitting parties (Planning Board, Inspectional Services, etc.), meets with project proponents to identify permitting requirements, identify issues, and track timely resolution.

**Brownfields.** Framingham has a number of brownfields sites, defined as “properties containing - or potentially containing - hazardous substances, pollutants or contaminants that complicate the property’s refinancing for expansion or redevelopment.” Brownfields are typically underutilized and are a blighting influence on their surroundings, whether or not contamination exists. These properties have the potential to generate new property tax revenue once hazards are abated or it is established that they are not contaminated.

Since 2008, the Department secured and administered four EPA grants totaling \$1,100,000 to identify, abate, and eventually redevelop brownfields. In 10 years, 18 Phase I Assessments, eight Phase II Assessments, four cleanup plans, and 14 Preliminary Environmental Studies have been conducted under these grants. Several properties have been converted into valuable community assets, such as the Cochituate Rail Trail, Pratt Street Community Garden, and Christa McAuliffe Branch Library, as well as new transit-oriented development apartments on the Central Business District.

**Cultural District Designation.** The Department is supporting an effort to establish a state-recognized “Cultural District” around the Centre Common. Once led by the late Rep. Chris Walsh, a state-recognized district will highlight cultural resources clustered in the area, including the History Center, Danforth Museum, FSU, and the historic architecture of the buildings. In FY’19, the Planning Department continued active leadership in this effort, including creating a website, working with FSU Graphic Design Students to create a logo, and providing administrative support to the organizing committee. The organizing committee held two major public meetings in Fall 2018, a business owners breakfast and a citywide public meeting, in addition to a presentation to City Council in order to secure a resolution of support. More info can be found at [www.framinghamma.gov/culturaldistrict](http://www.framinghamma.gov/culturaldistrict).



*New Framingham Center Common Cultural District Logo created by FSU graphic design class taught by Professor Stephanie Gray*

**Multiple Hazard Mitigation Planning.** The Planning team staffs the Multiple Hazard Mitigation Plan (MHMP) Working Group. Consisting of representatives of various City divisions, as well as citizens, the Working Group is responsible for overseeing the updates and implementation of the City’s MHMP. The Federal Disaster Mitigation Act of 2000 requires regular MHMP updates.

MHMP implementation is ongoing. In June 2018, the state awarded the Department a \$44,500 grant award under the Municipal Vulnerability Preparedness (MVP) program. The Department used that grant to hire Fuss & O’Neill to complete a climate change assessment and action plan. This will help Framingham prepare for local impacts of global climate change. The report was completed in May 2019, and the City applied for state designation as an MVP community. Designation as an MVP Community provides access to additional state and federal resources.

**Open Space.** The Planning Department staffs the Open Space & Recreation Implementation Working Group (OSRIWG), which is charged with implementing the 2013 *Open Space and Recreation Plan* (OSRP). The OSRIWG – with staff from other City Divisions and Departments – meets regularly to discuss opportunities to advance the Open Space Priority List. Preparations began in FY’19 for the team to update the Open Space Master plan by the close of calendar year 2020.

In FY 2019, notable Open Space successes include:

- **Wayside Forest.** In FY’19, the Planning team was able to complete the process of purchasing and placing a conservation restriction on this property. Using a \$217K LAND grant awarded in FY’18, the innovative arrangement leveraged Sudbury Valley Trustees fundraising, leading to that organization’s purchase the property.

- **936 Central Street.** In FY'19, the Planning team created a short public access trail to the river and closed out the final Nyanza grant by December 2018.
- **152 Grove + 0 Pleasant Street** – the City received these properties as a bequest of the estate of Ruth Robertson. The team worked in FY19 to finalize acquisition, including a survey and placed conservation restrictions on these two properties.



***Dedicating the acquisition of the 936 Central Street Conservation Restriction with Mayor Spicer.***

*From left to right: Kim Ciaramicoli, Assistant Conservation Administrator, Clay Hutchinson, Conservation Administrative Assistant, Mayor Yvonne Spicer, Ronald Chick, Environmental Advocate, Robert McArthur, Conservation Administrator, Marianne Iarossi, Senior Planner*

***Bicycle and Pedestrian Planning.*** CED recognizes the need for a comprehensive approach to supporting bicycle and pedestrian access throughout the City. Planning Department staff led an interdepartmental team including DPW and Planning Board staff that established the City's first Bicycle and Pedestrian Plan in June 2017. The plan guides City investment in alternative transportation infrastructure.

Phase II of the Dudley Road multi-use path was completed in Fall 2018. The path offers bikers and pedestrians with connections linking our Downtown to Farm Pond Park and easy access to Bowditch Field.

***Bruce Freeman Rail Trail.*** The Department manages the planning process to develop the Framingham portion of the proposed 35-mile rail trail that will ultimately extend from Lowell to Framingham. The Department, at the direction of Mayor Spicer, began preparations for renewing discussion with CSX, intended to lead to the purchase of the property. CED continued discussions with Sudbury and with CSX, which will continue in FY'20.

***Subsidized Housing Inventory (SHI).*** CED monitors the City's status on the Commonwealth's SHI to ensure the state accurately and fully accounts for Framingham's subsidized housing. The City's share of its housing stock designated as affordable remains in excess of 10%. This limits the applicability of Chapter 40B Comprehensive Permits (subsidized housing development that is not subject to municipal Zoning Codes). The State SHI lists Framingham with 27,443 housing units, with 2,871 or 10.5% affordable. As new multi-unit projects open in Framingham the number of affordable units will increase.

***Grants and Access to Funding.*** CED tracks and aggressively pursues grant opportunities that support Framingham's economic development and enhance our high quality of life. In FY'19, CED completed work under several grants that were awarded in FY'18. New grants in FY19 included:

- **\$250,000 DHCD Housing Choice Grant** for stormwater improvements related to the new development at 75 Concord Street.
- **MassDevelopment Commonwealth Places grant**, to develop a design converting this City-owned tract from a parking lot to a neighborhood pocket park.
- **\$11,000 DCR Urban Forestry Implementation Grant**, to plant trees on the south side of Framingham.

***Link to Municipal, Regional, and State Organizations.*** The CED Director and Department staff represent the City through a host of associations, working groups, and committees including but not limited to the following: MetroWest Chamber of Commerce; Metropolitan Area Planning Council (MAPC); MetroWest Regional Collaborative; MetroWest Economic Research Council Advisory Board; MetroWest Moves; Framingham Community Partnership; Greater Callahan Initiative; 495/MetroWest Partnership; Transportation Improvement Program (TIP); Brownfields Coalition of the Northeast; and the MetroWest Life Sciences Network (newly formed through efforts of CED Staff and EDIC).

The Department also maintains strong contacts with many state entities, including the Massachusetts Office of Business Development, MassDevelopment, and the Massachusetts Department of Housing & Community Development.

**Economic Development Industrial Corporation (EDIC).** The EDIC is charged with creating a proactive capacity to execute activities supporting the Economic Development Strategic Plan. Based in part on the Economic Development Self-Assessment Tool it sponsored in 2012, the EDIC undertakes a number of critical activities based on available funding. In FY'19, the Mayor appointed a new slate of EDIC members with only two returning. EDIC members who served in FY'19:

- Doug Lawrence, Chair, Manufacturing Member
- Dan Rao, Vice Chair, Real Estate
- Ronda Andrews, Municipal Government Member
- George Matook, Industrial Development Member
- Angela Randolph, At Large Member.

There are two vacant seats:

- Finance Member,
- At-Large Member.

**EDIC Budget.** Since FY'16, Framingham government funded the EDIC through a Special Purpose Account, providing flexibility in executing its marketing plan. As of June 30, 2018, the status of each account is as follows:

FY	Budget	Expended to Date
FY'18	\$127,500	\$116,840
FY'19	\$24,850	\$7,571

The City Council did not provide EDIC FY'19 funding until May 2019 and it was substantially less than requested, leading to a reduction in marketing, networking and business outreach services.

In FY'19, the EDIC finished out its contract with O'Neill and Associates. Their work since 2015 included publishing a monthly newsletter, hosting business events, and increasing the City's social media presence among the region's businesses, developers, and influencers.

**EDIC activities.** During FY'19, because funding was limited, many of the functions described here were reduced in scope but continue to be implemented as funds and staff capacity allows. The EDIC continued to support City membership in the Metrowest Chamber of Commerce, the 495/Metrowest Partnership, MassEcon, and NAIOP, providing Framingham with access to regional & statewide development networks.

**EDIC Marketing.** The EDIC leads efforts to market Framingham's assets and businesses with a goal of encouraging companies and individuals to invest, create jobs, work, and live in the City. Planning team staff executed the promotion program with the support of O'Neill & Associates, a marketing and public relations firm. Marketing channels, through which the EDIC shares information and positive stories about business success and quality of life to a growing target audience, include:

- **The EDIC's marketing web site** - [www.chooseframingham.com](http://www.chooseframingham.com). In FY'19 there were 11,372 visits with 15,958 unique page views. This is an increase of over 26%.
- **Traditional media engagement.** In FY'19, Planning staff had limited access to the consulting team for lack of funding and did not do any traditional media outreach.
- **A monthly email newsletter** reaching almost 1,500 regional business & development leaders. The newsletter shared 52 positive stories highlighting Framingham's business location strengths.
- **A twitter account** - @Choosefram – with 1,900+ followers is up 10% since last year.
- **A Facebook page** with over 759 followers as of April 2018, up 50% since last year.

**Promotional events.** These staff-intensive activities highlight Framingham's strengths while helping build relationships with business leaders and influencers. The EDIC did not host any events in FY'19, but it should be noted that the Life Sciences Event in FY'18 helped jumpstart a new regional MetroWest Life Sciences network that is helping attract new business to the region.

***Company engagement, new project milestones and investments.***

- **CED company meetings.** In FY'19, CED Director Art Robert engaged in 32 meetings with business owners, property owners, and investors considering Framingham for new business activity.
- **Alta Union House.** In FY'19, Wood Partners completed the bulk of construction on their \$60 million, 196-unit mixed-use project at 55-75 Concord Street. This project, set to open in July 2019, has changed the look and feel of Downtown in the past year and brought the first major private investment in Downtown in over 50 years.
- **Modera Framingham.** In FY'19, Mill Creek Residential Trust made significant progress on their new \$70 million, 270-unit multifamily project at 266 Waverly Street. They are working with DPW staff on improvements to Marble Street via the MassWorks Grant.

## Zoning Board of Appeals (ZBA)

The ZBA is an appellate board and acts as a permit granting authority, under M.G.L. c. 40A for variances, special permit applications, appeals by aggrieved parties of administrative determinations, and Comprehensive Permit petitions under M.G.L. c. 40B. The Framingham ZBA performs the following functions:

- Hears and interprets appeals relative to denied building permits or other determinations of the Building Commissioner.
- Reviews petitions for Special Permits and Variances (deviation from the Framingham Zoning By-Law only if a "substantial" hardship arises from soil, shape, or topography of the property).
- Reviews sign appeals and variance requests, pursuant to the Framingham General By-Laws, Article VII.
- Reviews and serves as the permit granting authority for Comprehensive Permits for affordable housing projects pursuant to M.G.L. c. 40B.

During FY'19, the ZBA was comprised of three full voting members and three associate members: Philip R. Ottaviani, Jr., Chair; Susan S. Craighead, Vice-Chair; Stephen E. Meltzer, Clerk; Edward "Ted" Cosgrove, Associate (Mr. Cosgrove also serves as the Chair for sign cases); Joseph Norton, Associate; John "Rick" McKenna, Associate. Associate members serve as voting members for sign cases. Staff for the ZBA included Sam Scoppettone, AICP, Planner and Alaa Abusalah, ZBA Administrative Assistant (Ms. Abusalah vacated the position in November 2018).

The ZBA is the designated Special Permit Granting Authority for designated uses and considers appeals for relief from the Zoning By-Law and Sign By-Law. In granting Special Permits or Variances, the ZBA must find that proposed activity is consistent with the intent of the By-Laws. In FY'19, the ZBA received 47 petitions for administrative appeals, variances, special permits, findings, and sign appeals; issued 45 decisions; and held monthly meetings.

Petition Type	Decisions*	New Petitions
Variances	31	31
Use Variances	3	4
Area Variances	19	18
Sign Variances	10	11
Findings (Sec. 6)	6	5
Special Permit	11	12
Appeals	8	8
Sign Appeals	4	4

*\*Decisions include those for cases filed prior to the reporting period and exclude those for new petitions that were decided later.*

## COMMUNITY DEVELOPMENT DEPARTMENT

Memorial Building, Room B-3

(508) 532-5457

nsaj@framinghamma.gov

www.framinghamma.gov/418/Community-Development

### Community Development Committee:

Beverly Good (Chair)

Delmy Valentin (Vice-Chair)

Karen Duffy, Richard Baritz, Jacob Binnall

The Community Development Department (CD) manages the Community Development Block Grant (CDBG) and Home Investment Partnership Act (HOME) grants allocated to the City by the U.S. Department of Housing and Urban Development (HUD). Funds subsidize projects, programs, and services primarily benefitting low- and moderate-income persons earning 80% or less of area median income. Program and service categories include downtown improvements, public services, public facilities improvements, code enforcement and housing rehabilitation. Two full-time and one part-time positions staff CD.

### FY'19 CDBG & HOME Budgets:

	Budget	Spent	Percent Utilized*
Home	\$271,330	\$471,249**	173%
CDGB	\$602,555	\$598,195	99%

\*These are federal entitlement funds and unexpended funds can carry over. Previous years' funds, as well as a small amount of Program Income (\$20,000 for FY'18), are often utilized for program activities in a following fiscal year.

\*\* Unspent funds from previous year were spent during FY'19.

Listed below are major 2019 accomplishments to date:

- **Continuance of CD's membership on the Regional McKinney-Vento Committee.** The Framingham Public Schools convenes this group every other month to assess the needs of the area's homeless student population and to assist in the provision of services.
- **Focus on discussing and promoting the health of older adults.** The CD team shared and identified challenges, best practices, and strategies around improving the health and well-being of older adults as a member of the Age-Friendly Coalition.

In FY'19 major CDBG-funded initiatives included:

#### Housing Rehabilitation Assistance Program (HRAP)

The HRAP program provides comprehensive and emergency repairs to homes of income-eligible homeowners. For 2019, the department is on track to complete projects at three homes, with \$44,745 expended.

#### Code Enforcement and Neighborhood Improvement

CDBG funds assisted the Inspectional Services Department in assessing code violations in South Framingham. There were approximately 446 units cited for code violations in 2019. The program resolved 424 of 446 violations, with \$70,000 expended.

### Public Facilities Improvements

CDBG funds supported public facility improvements at Butterworth Park. The Butterworth Park project entailed creating green space as well as elongating the half court basketball court into a full court basketball court, with \$61,920 expended.

### Economic Development and Façade/Sign Improvement Program

CD contracts with DFI to provide technical assistance to downtown businesses, as well as manage the Sign & Façade program. Program funds help merchants create new façades that maximize business identification and improving the appearance of the downtown commercial district. Two businesses benefited from the program in 2019 with new storefronts, with \$20,000 expended.

### Supporting Community Non-Profits Assisting Framingham residents

In 2019, 11 public service agencies serving primarily low- and moderate-income residents received CDBG funds. The pressing needs addressed by the agencies included food insecurity, after-school and enrichment programs for area children and young adults, as well as ESL, citizenship course delivery, and literacy services to new immigrants and low-literacy adults. The program invested grant programs serving approximately 1,100 beneficiaries, with \$82,661.45 expended.

### HOME Program

Framingham is a member of the WestMetro HOME Consortium with 13 other member municipalities comprising of Newton (as lead community), Belmont, Brookline, Concord, Framingham, Lexington, Natick, Needham, Sudbury, Waltham, Watertown, and Wayland. The communities do not qualify to meet the \$500,000 threshold to receive HOME funds directly. Thus, they band together as contiguously located governments to participate in the HOME Investment Partnerships Program (HOME) program. Working collaboratively, they create affordable housing, provide rental support and issue down payment assistance to their residents. Find below Framingham's accomplishments to date in 2019 using HOME funds.

#### *Subsidized Housing Support*

CD concluded transactions on a rehabilitation project to occur at a SMOC owned single-room occupancy facility, at 73-75 Hollis Street. The work supported by HOME and private funds highlights non-luxury housing improvements complementing new, transit-oriented developments in the downtown. Through a formally recorded affordable housing restriction, the project adds 55 units of affordable housing in Framingham. The program committed \$424,000 in HOME funds to support this project.

The city also completed the Tribune Apartments, a 53-unit apartment complex for low-income seniors and persons with disabilities. The development, entirely subsidized by Section 8 vouchers, is located in downtown Framingham. Its completion was a major accomplishment for the City. Subsidies among the \$16 million financing the project included sources as MassHousing, DHCD, MHIC, CEDAC, FHLB and more. The program committed \$179,023 to Phase 1, and \$160,485 for Phase 2, supporting additional rehabilitation work on the property.

Framingham uses a portion of its HOME funds for a Tenant-Based Rental Assistance (TBRA) program that solely pays for security deposits and first or last month's rent. The program committed \$31,562.16, to assist 25 renters through TBRA.

## PLANNING BOARD

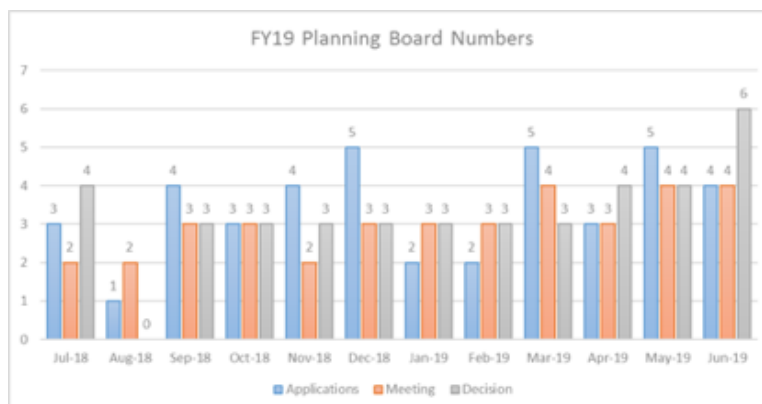
The Planning Board serves as the authority for short- and long-term land use planning efforts and is solely responsible for the development, maintenance, and implementation of the Master Land Use Plan. In addition, the Planning Board is responsible for the development of zoning regulations and the recodification of the Framingham Zoning By-Laws; maintenance of the Rules and Regulations Governing the Subdivision of Land in Framingham; review, permitting, and conformance of development projects; and collaboration with various municipal departments. Throughout the year, the Planning Board performs the following tasks:

- Land use permitting and decision making;
- Development of zoning that enables progress towards implementation of the Master Land Use Plan and other plans;
- Serves as the authority for all land use applications and regulations;
- Ensures a predictable land use permitting process that is responsive to commercial and residential property owners while enforcing local ordinances and protecting the interests of the Framingham community;
- Responsible for drafting amendments to the City's Zoning Ordinances, various land use regulations, and the Framingham Master Land Use Plan.

During FY19, the Planning Board was comprised of five members, (Christine Long, Chair; Lewis Colten, Vice-Chair; Victor Ortiz, Clerk; Shannon Fitzpatrick; and Joseph Norton). Staff for the Planning Board included Amanda Loomis, AICP, Planning Board Administrator; and Nathaniel Eames, Associate Planner.

## Land Use Permitting

The Planning Board is responsible for the review and permitting of land use application projects that are consistent with the Zoning By-Law and the Master Land Use Plan, while meeting the goals set forth in the Framingham Permitting Handbook (also known as Plan-Build-Grow). In FY'19, the FPB granted 39 decisions for applications (Site Plan Review, Special Permits, Subdivisions, Public Way Access Permits, and Modifications to Scenic Roadways); received 41 applications; held 36 meetings; conducted conformance review for 33 active development projects; and had seven development projects receive occupancy permits. A breakdown of monthly numbers can be viewed in the graph below.



150 Concord Street, Room 205

Amanda Loomis, Planning Board Administrator

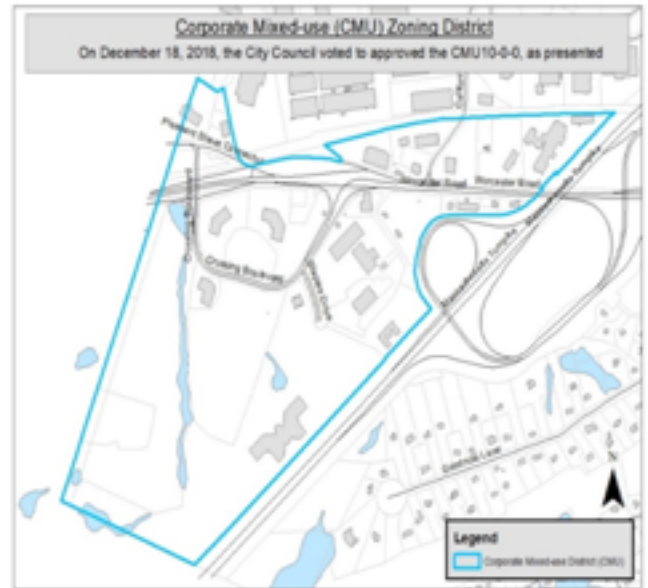
[ALoomis@Framinghamma.gov](mailto:ALoomis@Framinghamma.gov)

<http://www.framinghamma.gov/69/Planning-Board>

## Zoning By-Law and Zoning Map Amendments

### Marijuana Establishment

On July 23, 2018, the Framingham Planning Board voted 5-0-0 to recommend favorable action to the City Council relative to the proposed amendments to the Zoning By-Law/Ordinance and the Framingham Zoning Map relative to Marijuana Establishments (on August 9, 2018, the Planning Board voted to reconsider the proposed map by expanding the area, resulting in an 4-1-0 vote in favor of the amended recommendation. On September 25, 2018, the Framingham City Council voted to adopt the proposed CMU Ordinance and Zoning Map changes with amendments. On October 5, 2018, Mayor Yvonne M. Spicer signed into order the Marijuana Establishment amendments to the Framingham Zoning By-Law and Zoning Map.



### Corporate Mixed-use District

On October 25, 2018, the Framingham Planning Board voted 5-0-0 to recommend favorable action to the City Council relative to the proposed amendments to the Zoning By-Law/Ordinance (Section I.E Definitions; Section II.A.2.c; Section II.A.2.d; Section II.A.2; Section II.B; Section II.K Nobscot Village District; Section IV.E.2. Table of Dimensional Regulations; Section VI.G.1 Limitation of Use Variances) and the Framingham Zoning Map. On December 18, 2018, the Framingham City Council voted to adopt the proposed CMU Ordinance and Zoning Map changes with amendments. On February 7, 2019, Mayor Yvonne M. Spicer signed into order the CMU Ordinance and the amendments to the Framingham Zoning Map.

### Adult Housing Ordinance

On February 14, 2019, the Framingham Planning Board voted 4-0-1 to recommend favorable action to the City Council relative to the proposed amendments to the Zoning By-Law/Ordinance (Section I.E. Definitions; amend Section V.H.4.i; add a new subsection Section V.H.4.ii relative to Active Adult Housing; delete Section V.I Active Adult Housing; and add a new Section V.I Adult Housing). On April 30, 2019, the Framingham City Council voted to adopt the proposed Adult Housing Ordinance with amendments. On May 21, 2019, Mayor Yvonne M. Spicer signed into order the proposed Zoning By-Law Amendments as approved by the City Council relative to Adult Housing.

## Master Land Use Plan Implementation

The FPB continues to monitor implementation of the Master Land Use Plan. Ongoing initiatives stemming from that effort include plans for the Golden Triangle, Nobscot, and the Economic Development Plan.

## Economic Development Plan

Economic Development Strategy, Phase One Report (Phase One Report) prepared in consultation with RKG Associates, Inc. to further inform directives outlined in the Master Land Use Plan of 2014. The development of the Phase One Report became essential to inform future economic development, transportation, and land use decisions and impacts thereof. Further, concerns with a sudden influx of new multi-family residential development within Framingham, particularly in the Central Business (CB) District and south of Route 9, combined with plans to establish and adopt village center zones

in Nobscot and Saxonville, called for further investigation into the current economic climate and associated future trends. Framingham is now in a position to offer multiple opportunities for attractive uses and has successfully repositioned itself to return to its former standing as the economic center of the MetroWest Boston region.

## Nobscot Village

FY'19 was an exciting year for the future development of Nobscot. From January 18 through February 8, 2019, 185 attendees participated in Nobscot Community Hours to voice their opinions and visions for the future of Nobscot. Such efforts contributed to the development of Nobscot Village Zoning, which was adopted in FY'20. The goal of Nobscot Village Zoning is to establish a walkable and vibrant mixed-use center; encourage reuse and/or redevelopment of commercial parcels of land; promote a mixture of businesses and establish community space; develop trails and trail connections; while working to preserve open space and historical resources.

## Joint Work Efforts

During FY'19, the Planning Board worked in collaboration on various projects that were supported by the Master Land Use Plan. Such projects include Golden Triangle Study and Report; planning for the creation of a park at 150 Irving Street; and associated efforts for the Open Space and Recreation Working Group.

To learn more about the workings of the Planning Board, please review the Planning Board Annual Reports (Calendar Year Report and Fiscal Year Report).

## CONSERVATION DEPARTMENT

The Conservation Department is comprised of both professional staff and the Framingham Conservation Commission (CC), all of whom are responsible for implementing local, state, and federal wetland laws, managing close to 500 acres of conservation land, and engaging the public in conservation efforts. Conservation Department reviews proposed and on-going municipal, private, commercial, and industrial projects to determine if they fall under the jurisdiction of local, state, and federal wetland laws. Other duties include managing conservation land owned by the City, overseeing the Framingham Land Stewardship Program, directing the Nuisance Aquatic Vegetation Management Programs, and providing education and outreach to residents.

The Conservation Department works to:

- Enforce the Wetlands Protection Act as it relates to jurisdictional properties in Framingham, along with wetland permitting and conformance review;
- Manage close to 500 acres of conservation land, which includes improvement or conservation projects through a seasonal Land Management Crew;
- Manage, treat, and eradicate aquatic & terrestrial invasive species through the Nuisance and Invasive Aquatic Vegetation Management Programs;
- Monitor and treat Waushakum Pond, Learned Pond, Gleason Pond, Norton Pond, Mohawk Pond, and Farm Ponds; as well as the 1.3-mile ponded section of the Sudbury River, and help to facilitate other invasive species management projects;
- Secure grants for land acquisition and conservation restrictions to provide protection for future habitat lands and future generations of the Framingham community to enjoy.

Memorial Building, Room 213

Robert McArthur, Conservation Administrator

(508)532-5450      RDM@Framinghamma.gov

<https://www.framinghamma.gov/Conservation>

During FY'19, the Conservation Commission was comprised of seven members, (Bob Bois, Chair; Sam Bade, Vice Chair; Bill Merriam; Jennifer Forman Orth; Thomas Liveston; Temitayo Akinbola; and Priya Gandbhir). Staff for the Conservation Department included Robert McArthur, Conservation Administrator; Kimberly Ciaramicoli, Assistant Conservation Administrator; and Clayton Hutchinson, Administrative Assistant III).

During FY'19, the CC processed various permits under the Wetlands Protection Act, which are outlined in the table below. The CC held 25 public meetings and performed approximately 300+ site visits and inspections in support of Conservation Department permitting efforts.

Permit Type	Quantity Processed
Inter-departmental Reviews of applications (Building Permits, Planning Board Permits, and Zoning Board of Appeals Permits)	73
Notice of Intent	78
Abbreviated Notice of Resource Area Delineation	1
Request for Determination of Applicability	18
Emergency Certification	6
Minor Plan Change	4
Permit Extensions	3
Amended Order of Conditions	4
Certificate of Compliance	28
Notice of Violation	28
Enforcement Order	5
Administrative Approval	45

In addition to permitting, the Conservation Department worked on multiple long range planning projects, conservation of land, and educational efforts all to support the mission of the Division. Below is an outline of various work efforts of the Conservation Department during FY'19.

### Long Range Planning Efforts

- **Conservation Master Plan** Continued work efforts towards the completion of Conservation Master Plan for all properties under the ownership of the CC, along with specific plan elements for Cedar Woods Reservation.
- **Open Space and Recreation Master Plan** Commencement of the Open Space and Recreation Plan update, which is due by June 2020.
- **Stormwater Ordinance and Regulations** As part of the Stormwater Management Working Group, working on a Stormwater Ordinance and Regulations.

### Conservation Land Management

- Conservation Restrictions  
0 Pleasant St and 152 Grove St
- Land Acquisition



*Millwood Project Site Walk*

Worked to secure a grant which allowed for the protection of Wayside Woods (approximately 50-acre parcel of land), which will be owned by the Sudbury Valley Trustees (SVT) with a Conservation Restriction held by the CC.

## Land Management Crew



*The 2019 Summer Conservation Crew constructing a boardwalk at 936 Central Street.*

The Land Management Crew (Crew) was comprised of a diverse, six person seasonal conservation crew in 2019. The Crew completed five specific projects, as well as their regular management of invasive species, litter picking, property monitoring and maintenance, etc. Highlight Crew projects include replacement of bog bridges at 936 Central Street Conservation Restriction with more accessible boardwalk; trail maintenance Carol Getchell Trail; terrestrial Invasive Species Management at Carol Getchell, Macomber, and Arthur-Morency Woods; litter picking at all primary properties takes place Monday and Friday throughout summer; management of the Snow Meadow at Wittenborg Woods; and the break down of illegal encampments at Cedar Woods.



*Wayside Woods Walk Through*

## Nuisance and Invasive Aquatic Vegetation Management Program

- **Water Chestnut Treatment**

Treatment of invasive water chestnut on the ponded section of the Sudbury River entered its third year this season. The first two years have brought a reduction of coverage.

- **Invasive Aquatic Vegetation**

CC has treated six Framingham ponds (Waushakum, Farm, Learned, Gleason, Norton, and Mohawk Ponds) for nearly 20 years. Due to rare species habitat in Waushakum and Farm Ponds, a botanical study was performed on Waushakum and Farm Ponds where a rare plant species that appears in only nine locations throughout the state has been confirmed. The summer of 2019 began with no treatments planned for Waushakum or Farm Ponds until a follow up botanical study can be completed later in the season. We will be coordinating with Natural Heritage and Endangered Species Program upon completion of the botanical study to plan for future treatments of both Waushakum and Farm Ponds. Regular treatments of Gleason, Learned, Mohawk, and Norton Ponds have continued each season.

- **Long Term Treatment Efforts**

Through lobbying efforts of the Conservation Department, the Massachusetts Department of Conservation & Recreation will begin invasive species treatment of Stearns Reservoir this season.



## Education and Outreach

- **Educational Outreach Events**

Each year the Conservation Department provides information about land management, conservation, and environmental education at various events. In FY'19, the Department participated in Transition Framingham's Earth Day; the SuAsCo Wild and Scenic River Stewardship Council's RiverFest; Framingham State University's Science on State Street science fair; and Transition Framingham's Green Framingham United 2.0.



*Clay Hutchinson interpreting the Watershed Model on Earth Day.*

## HISTORICAL COMMISSION AND HISTORIC DISTRICT COMMISSION

The FY'19 budget devoted \$31,000 to support the work of the Historical Commission and the Historic District Commission.

### Historical Commission (HC)

Current HC Members include:

Chair: Paul Silva

Vice Chair: Frederic Wallace

Clerk: Lynne Damianos

Lewis Colten, Susan Kennedy, Thomas Schuetz, Jane Whiting

Historic preservation planner Jennifer Doherty continues to serve as Historical Commission staff undertaking various initiatives and managing all administrative duties.

The HC had 14 meetings in FY'19. A total of eight requests for demolition were reviewed under the City's demolition delay bylaw (General Bylaws Article V, Section 21), covering all buildings greater than 75 years old; no demolition delays were imposed. The HC supported the Historic District Commission's efforts to designate as a local historic district the ca.1740 John Hemenway House at 613 Pleasant Street. The property had been under a demolition delay since September, 2017.

The HC received a Massachusetts Historical Commission Survey & Planning Grant, the second consecutive year we have been awarded a grant. The HC worked with preservation consultant Zachary Violette to document commercial and institutional buildings in South Framingham, documenting approximately 80 historic resources in the area.

A small Preservation Achievement Awards ceremony was held this year, with an award presented to those involved in the rehabilitation of the Peter & Sarah Claves House on Salem End Road. The ceremony was held at the House, allowing attendees to view this successful preservation project.

The HC worked with MassDOT and the City's DPW to rehabilitate and reinstall two Massachusetts Bay Colony Tercenary Commission markers. One, detailing the saga of the Eames family, was placed on Dudley Road, and the second, relating the history of Danforth's Farm, was placed on Waverley Street near the Natick line.

### Historic District Commission

Current HDC members include:

Stephen Greeley, Chair

Bob Anspach, Susan Bernstein, Julie Ferrari, Henry Field, Amy Finstein, Ted Grenham, James Kubat, Andrew Mackin, Ken Nowell

Historic preservation planner Jennifer Doherty continues to serve as HDC staff undertaking various initiatives and managing all administrative duties.

The HDC held 12 meetings in FY'19. The HDC reviews all changes to the exterior of a property visible from a public way in the city's six local historic districts (General Bylaws Article VII, Section 5). The HDC held seven public hearings for various projects in FY'19.

The HDC worked with the Historical Commission to establish the city's sixth local historic district, the ca. 1740 John Hemenway House at 613 Pleasant Street. The House had been placed under a demolition delay by the Historical Commission in September, 2017. The designation by the HDC will prevent demolition of the house in the future.

Jennifer Doherty, Historic Preservation Planner

Memorial Building, Room B2

(508) 532-5455

[jbd@framinghamma.gov](mailto:jbd@framinghamma.gov)

[www.framinghamma.gov/HistoricPreservation](http://www.framinghamma.gov/HistoricPreservation)

# Division of Parks, Recreation, & Cultural Affairs

## PARKS & RECREATION COMMISSION

Joan Rastani served as Chairwoman with Commissioners Kathy Hauck, Dave Gudejko, Joseph Kaufman, and Robert Berman.

The City continues to work in cooperation with the Massachusetts Department of Environmental Protection (DEP) and former property owner, Avery Dennison Manufacturing Company, to create an appropriate remediation plan for the contamination at the Mary Dennison Park. Remediation of the two off-park properties was completed, and the Phase IV Remedy Implementation and Preliminary Design Documents discussions continue into FY'20. A revised conceptual design of the new park was developed and advertised at various public events at Mary Dennison Park and the surrounding neighborhood. The next steps are to finalize the design and prepare cost estimates for both park remediation and new park construction.

The Division's professional staff completed the final touches on the skate park including crack repair, painting, and landscaping. The skate park enjoyed its first full year with numerous visitors from Framingham and all over New England, and featured skate classes held by the Parks & Recreation Department. The basketball court at Butterworth Park was also completed, making the amenities safer and easily accessible from the central path. The Bowditch Administration Building slate roof was repaired and fascia painted, eliminating the infiltration of water and pests.

The Division received several grants this year. One grant offset the expense associated with the purchase of a 2018 Polaris Ranger Northstar All-Terrain Vehicle. This vehicle includes a track attachment system to enable snow grooming operations, with the intent of creating cross country ski trails and/or snow shoeing trails at various passive park locations. The Division has identified cross-country skiing and snow shoeing as potential additional winter recreational activities. Currently, the City does not have any formalized locations where these activities can take place. The Parks & Recreation Department now has the capability to create these trails, allowing for the programming of additional winter recreational activities throughout the City. The second grant we received was to create a design that will make the Waushakum Beach Bathhouse fully accessible. The project will remove any architectural barriers such as steps and make the bathrooms and public spaces available for everyone. The project will also include electrical and other mechanical upgrades to bring the facility up to code.

A new park design was created for a pocket park at what was previously a vacant lot at 150 Irving Street. Approximately 30 people attended a design workshop on October 20th in the Trubue Apartments meeting room, which generated four designs that were then refined to one phased plan to be built in FY'20. We were able to reduce the cost of the park by soliciting in-kind donations from local contractors and in-kind services from the Community and Economic Development Department, Schools, DPW, local contractors, and our Parks crew. A fundraiser involving the Patronicity Grant and a Crowdfunding campaign generated additional funds for the project, which were matched by generous donations from local businesses and the Framingham community.

## RECREATION DEPARTMENT

In FY'19 over 22,185 participants of all ages were formally registered in one of the 300 programs provided by the Recreation Department. Department services are provided through a combination of user fees and public tax dollars.

A new staff member joined our team; Anthony Tolson, a Framingham native and FSU Graduate, who replaced former Recreation Supervisor David Sequeira who transferred to the Town of Lincoln.

Grants that enhanced our 2018 programs included the Department of Conservation and Recreation Park Pass and the United States Department of Agriculture Food and Nutrition Service, which provided free breakfast and lunch for the Department's Special Needs Summer Program. The Framingham Cultural Council and Impact Framingham provided funds for the summer concert series, and the Friends of Framingham Recreation provided numerous scholarships for Department programs and beach tags to families in need.

Category	FY19	FY18	Variance
Beach Operating Days	56	56	0
Beach Closings (Saxonville - Days)	2.5	0.0	2.5
Beach Closings (Learneds - Days)	5	0.0	5.0
Beach Closings (Waushakum - Days)	12	11.0	1.0
Beach Attendance (Saxonville - Participants)	2,574	2,969	(395)
Beach Attendance (Learneds - Participants)	7,612	6,899	713
Beach Attendance (Waushakum - Participants)	833	820	13

A Memorandum of Understanding for Saxonville Beach was renewed for an additional ten years through the Commonwealth of Massachusetts, ensuring City residents continued use of this wonderful amenity.

The Framingham Disability Commission and SMILES provided a new beach accessible chair as an amenity to Learneds Pond beach, providing access to the water for people with disabilities.

For the ninth year, the Department managed the “Friday Night Concerts Series on the Center Common.” Sounds from Broken English, Southern Rail, Tom Natile, Unfinished Business, The Bob Malone Band, Pablo Palooza, and JC & Enfusion rocked the crowd. Little Red & the Riders were rained out and will be scheduled for next year. We are grateful to the many sponsors who made this series possible. A special thank you to the Framingham Auxiliary Police for being there weekly, and to DPW for providing additional lighting.

A new, and very popular, program this year was the addition of the Adaptive Skate Program. Thanks to the Framingham Disability Commission and the assistance of the staff from Franciscan Children’s Hospital, children who were previously unable to access the ice finally had the opportunity.



The Department sponsored many special events this year with the assistance of the Friends of Framingham Recreation. Highlights include the Thanksgiving Eve Bonfire, Find the Elf, a very rainy Egg-citing Egg Hunt, Pumpkins in the Park, The 9/11 Remembrance Ceremony, Santa’s Lil’ Sports, and Family Fun & Movie Night featuring “Coco.”



We would like to thank Mayor Spicer, City Council Members, and numerous community volunteers for their continued support and dedication. Without their assistance, we would not be successful in offering quality programs to the residents of Framingham.

We welcome input from residents, and we value both your feedback and involvement in our programs.

## **PARKS MAINTENANCE DEPARTMENT**

The Parks Maintenance Department strives to maintain the City's athletic facilities according to industry standards and best practices, and providing safe playing areas will always be among the highest priorities of the Department. We are committed to providing well-maintained facilities through a comprehensive scheduled maintenance and field scheduling programs. This proactive approach enables us to manage our facilities to prevent overuse and while providing maximum access to our facilities for the citizens of Framingham.

The Department's maintenance program promotes the establishment of high quality turf through a program of aeration, fertilization, seeding irrigation, and proper mowing techniques. We continue to monitor our soil conditions and provide necessary nutrient applications in the most cost effective way, which especially benefits the City's high use turf fields.

The continued demand to provide additional practice and game field facilities remains a significant challenge for the City. Demand has increased with the construction projects at both Fuller Middle School and Mary Dennison projects, which has taken valuable athletic field space offline. These construction limitations compounded the overuse of our facilities, and the resulting decline in turf quality is still a major problem and concern for the Department. Best field maintenance practices suggest rotating fields and limiting use, which has worked in the past. But we are faced with the challenge of not having enough space for the field permit requests we receive. We are also seeing a growing increase in participation of many formerly seasonal sports requesting field permits during their typical off-season such as lacrosse, soccer, cricket and baseball. There is a clear need to address the long-range plans for future field space using a synthetic surface as an option. Until then, we will continue to put pressure on areas that are already seeing heavy use. This pattern of overuse accelerates the need to shut down fields for costly renovations and limits our ability to open fields to user groups in the spring.



The Department continues to provide support to the athletic programs of Framingham and Keefe Regional Technical High Schools. Other schools that rely on the Department for a portion of their athletic program needs include Framingham State University, MassBay Community College, and the Learning Center for the Deaf. In addition to school athletics, the Department provides scheduling and facilities for hundreds of other user groups from the Framingham community.

The Department worked closely with the Framingham High School Athletic Director and cross-country team coaches to build a cross county course at Farm Pond. Prior to this, the team was running on a paved course around the school. Now the team has a measured 5K on a true cross-country course with ample viewing and parking for the public. The community is also actively using the trail.

Our site based management program at the Bowditch facility has been highly successful and offers extended use of the facility during non-traditional times. This initiative has provided our users with better access and has increased the use of the complex facilities and bathrooms.

Our working relationship with Keefe Regional Technical School continues to benefit the Department and the community. Our partnership has resulted in the use of their labs, which provides access to cost effective, professionally supervised, electrical, carpentry, plumbing, and metal fabrication, while affording students the benefit of practical, "real world" learning

experiences in a commercial setting. We have continued our use of the Student co-op program to bring qualified students into the labor force to help them develop practical, hands-on job skills.

Using funds from our capital budget and from a CDBG grant, we were able to complete the rehabilitation of the Butterworth basketball court. The court was completely removed, relocated, and enlarged to meet the standards of a full-size court. This has made a major impact to the area and destination for many users.

Our tree maintenance program continues with additional monies to carry on our removal program. We are concentrating on at-risk trees throughout our properties. With the increased funding, we have been able to keep up with the work demand and reduce liability from falling trees and limbs on public and private property. We have accelerated our pruning schedule to help maintain the life and quality of the trees on our many properties. The citywide beautification program continues to be highly successful due in part to the great collaboration with benefactors, who give funds that are used to upgrade and beautify roadside areas in exchange for the ability to advertise their businesses.

This past year we again hosted two highly successful large programs at Bowditch Field, Framingham High School graduation and Metro Fest. Spring sports were a challenge this year with the wet weather we had in late winter and early spring. The foul weather combined with overuse, which led to maintenance concerns that needed to be addressed prior to user groups using City facilities. Department staff provided all our sports programs with support from early spring to the end of the fall season. We also made some significant improvements to our athletic fields this spring with our proactive maintenance program.



Parks Maintenance staff has installed walkways at Village Hall in preparation for the Grand Opening on September 12. We also worked on irrigation repairs at Village Hall, maintenance outside the Memorial building, and continued upkeep of the downtown planters. The Parks staff also performed landscaping and other work at Loring Arena.

Warren Ross, Eagle Scout, presented a proposal to build a ramp that would provide wheelchair access to the snack shack at Long's Field. Dimensions of the ramp will be based upon the ADA requirements. Commissioner Hauck made a motion to support the proposed Eagle Scout project, Commissioner Gudejko seconded. The vote was unanimous.

The Department continues to give support and resources to other City departments including the School Department, Building Services, Library, Public Works and Conservation. We would like to thank all of City departments for the cooperation they have provided throughout the year. It would be very difficult for us to achieve the success we have without their help.

We also thank all our volunteers and volunteer groups that helped us on projects throughout this past year.

## Cemeteries

The Cemetery Commission consists of a three-member board appointed by the City Council. The three cemeteries under their jurisdiction are the Edwards Cemetery, Main St. Cemetery, and Old South Burial Grounds.

Leon's Landscaping is in its second year of a three-year contract for the grounds maintenance contract. This is their second, three-year contract, and we have been happy with the services they have been providing.

Due to the limited supply of gravesites, the moratorium on the general sale of new lots is still in effect. The fee schedule for cemetery-associated activities remained the same. The Parks Maintenance staff continues to perform grave openings and interment of cremations at the cemeteries. We continue to receive requests for historical records associated with the cemeteries and, using an electronic database, we promptly respond to the majority of inquiries.

We have identified the need to continue tree pruning and removals at the cemeteries and are requesting these funds in our FY'20 budget.

The merging of the Edgell Grove Cemetery into the Division will start in FY'20. During that transition, we will gradually incorporate responsibilities and oversight into the Division's operations and capital projects.

## Loring Arena

The 55th year of operation for Loring Arena was a very challenging one, due to the renovation of the rink and the construction obstacles we faced. During the summer, additional matting was added on the corners of the front portion of the Arena, as well as new matting and seat covers in the stands. Loring employees started to make ice a week earlier than what is typical and found this to be a good choice moving forward.



New logos for Framingham teams were purchased and installed into the ice. All of the steel plates over the header trench were replaced. With the help of the Buildings Department, we installed oak benches in all of the locker rooms. Adding these benches enhanced the comfort, look and feel of the locker rooms immensely. The compressor parts were rebuilt by the Arena Director and continue to run after 55 years in operation.

With the help of the Parks and Recreation Division and Arena staff, the trailers used for office space and bathrooms during construction were unloaded and moved to the Parks and Recreation maintenance office building located behind the Arena. The Arena Director and Administration staff were temporarily located there during the last phase of construction.

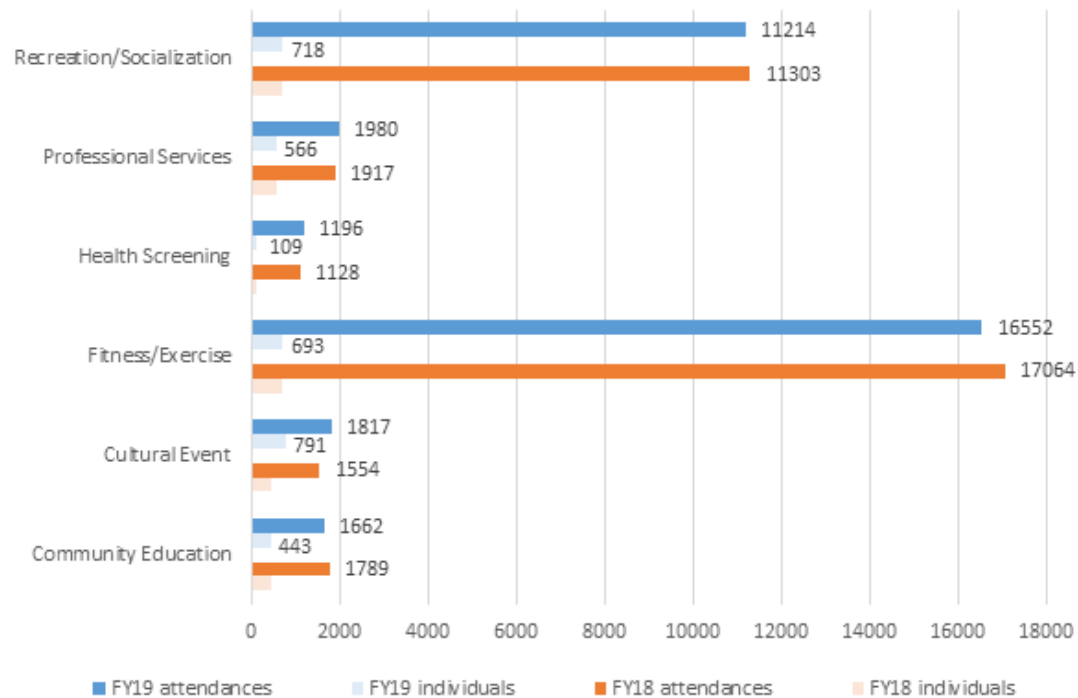
Upon opening of the Arena in September, only three locker rooms were available for use. In November of 2018, the three remaining locker rooms were available for a total of six. During the season, we installed lettering and signage throughout the entire Arena to assist our guests. Additionally, we mounted and installed defibrillators and first aid kits throughout the Arena to enhance safety for the patrons.

The Framingham High School Boys hockey team had a fantastic year and advanced to the Super 8 State Tournament. In addition, Loring was host to two very successful MIAA boys tournament games, which everyone raved about. We have had discussions about bringing more large tournaments to Loring Arena to increase revenue and provide an economic stimulus to Framingham businesses.

## Council on Aging

Mission Statement - Improve the healthy aging of a broader segment of the 55 and older population of Framingham by solidifying collaborations in the community to actively reach out to underserved groups by race, ethnicity, gender, sexual orientation, and those with health conditions that otherwise limit their connection to the center.

## Callahan Center attendances at key activity categories FY19 and FY18



### Successes in FY'19

- More than 2,159 people attended 42,168 programs in FY19
- 14% increase in attendance at evening sessions
- More than 1,461 people received more than 5,521 units of Social Services
- Volunteer hours total 14,915 per year, the equivalent of 7.5 FTE positions
- New part-time bilingual Outreach Worker initiated outreach to Brazilian Portuguese seniors
- New Callahan Center van provided 178 people with 703 rides since December
- Through an Older Americans Act grant administered by BayPath Elder Services, collaborated with four other Councils on Aging in Metrowest to provide outreach to people 60 and older who are LGBT. The grant has been renewed for a second year.
- Collaborated with Department of Public Health for Age and Dementia Friendly outreach, resulting in 551 responses to survey, and focus groups held in several languages
- One of five Massachusetts Councils on Aging to pilot the Discovery Center, to encourage more civic engagement.
- Initiated Minor Home Repair program staffed by volunteers to assist 20 older adults
- Collaborated with Edwards Church for grant to assist with 2020 Census Outreach to area faith-based organizations
- Acquired Assistive Listening Devices for people with hearing impairments

## Introduction & Overview

Christopher J. Petrini of Petrini & Associates, P.C. (“P&A”) is pleased to provide the FY’19 Annual Report of the Office of the City Solicitor. P&A operates the Office of the City Solicitor in accordance with Article II, Section 5 of the General Bylaws and Article III.3.e of the Framingham Charter. Christopher J. Petrini was appointed City Solicitor by Mayor Yvonne Spicer in February 2018, and previously served as Town Counsel from 2011 until his appointment by Mayor Spicer in 2018. P&A represents the City in litigation and appears on behalf of the City before all courts and administrative agencies of the Commonwealth. In addition, we serve as a liaison and a resource to various special counsel and insurance counsel representing the City in a variety of legal matters. We also attend meetings of boards, committees and commissions of the City as necessary. P&A drafts legal documents for City officials, boards and commissions upon request, and reviews legal contracts, deeds and agreements to which the City is a party. We provide advice and opinions to the Mayor, City Council, and various boards, committees, commissions, division heads and department heads in accordance with the City bylaws and the City’s Policy on Access to Town Counsel and Confidentiality of Attorney-Client Communications.

Over the past several years, the Office has handled the City’s significant volume of litigation with efficiency, focus and positive results. Included in this report is a comprehensive list describing the status of cases that were active between July 1, 2018 and August 30, 2019, as required by Article II, Section 5.8 of the General Bylaws. Also included is a Budgetary Overview section that summarizes the revenue, mitigation and avoided expenses that the Office helped achieve for the City in FY’19.

## Status of Framingham Cases

In accordance with Art. II, Sections 1.5 & 5.8 of the General Bylaws, below is a list of the Framingham cases that were active between July 1, 2018-August 30, 2019. Included is the case name, type of case, and a brief description of the case with the FY’19 activities and FY’20 activities through August 30, 2019 summarized in the last column on the right. This section is divided into three parts. **Part A** summarizes cases that are handled by this office, **Part B** summarizes cases handled by special counsel or insurance counsel, and **Part C** summarizes School Department cases of which we are aware. (P&A does not serve as full school counsel to the School Department but rather assists with specific matters upon request.)

### Office of the City Solicitor Cases

MATTER	TYPE	STATUS
39 Grant Property Holdings, LLC v. Framingham Planning Board, et al. (One Grant St.)	Zoning	This is an appeal of the Planning Board’s issuance of a decision dated June 14, 2018 granting Howard One Grant, LLC’s applications for Site Plan Approval and a Special Permit for use of the property at 1 Grant Street. The complaint also names as a defendant Howard One Grant, LLC, which as the permit grantee is the real party in interest. The Plaintiff and co-defendant served discovery requests upon the Planning Board, and the City Solicitor’s Office worked with the Planning Board to prepare responses to such discovery. The parties in interest are now pursuing a potential resolution of the matter through mediation.

MATTER	TYPE	STATUS
58 Exchange v. Framingham Planning Board (601 Old Connecticut Path)	Zoning	This action is an appeal of the Planning Board's July 12, 2019 Site Plan Review approval decision respecting property located at 601 Old Connecticut Path. The City filed a Notice of Appearance in the case. The successful applicant will be principally responsible for defending this case. The City Solicitor's Office will continue to monitor the matter.
Bicalho v. ZBA and City of Framingham (243 Howard St.)	Zoning	This is an appeal of the Zoning Board of Appeals' December 11, 2018 decision denying an application for a special permit for property located at 243 Howard Street. The Plaintiffs ("Bicalho") also requested that the Court declare that "a transmission repair business remains an allowed use at the Property." The City Solicitor's Office filed an Answer to said Complaint and then filed a separate action seeking enforcement of zoning bylaw violations against Bicalho. The two matters have now been consolidated. The City has served Bicalho with discovery requests and the action is pending.
Butler v. Framingham	Public Records	This matter concerned a suit under the Public Records Law challenging Framingham's redaction of attorney-client privileged portions of a workplace investigation report stemming from complaints of harassment against the Plaintiff. Framingham denied any violation of the Public Records Law, and after reviewing the redacted portion of the report in camera, the Supervisor of Public Records concurred that Framingham properly withheld that portion of the report. The parties moved for judgment on the pleadings, with Framingham also moving that the Court, like the SPR before it, review the redacted portion of the report in camera to find that the withheld section of the report is an attorney-client privileged communication. The Court issued a decision in July 2018 mostly agreeing with the SPR's findings, but ordering certain portions of the report to be disclosed to the Plaintiff. The relevant portions of the report were provided to the Plaintiff and this matter is now closed.

MATTER	TYPE	STATUS
City of Framingham v. Spaulding	Nuisance Bylaw	This matter involved a contempt action to enforce compliance with the Nuisance Bylaw and the Court's December 4, 2017 order requiring that the Defendant comply with previous City enforcement orders by removing overgrown vegetation at the property. The Defendant subsequently undertook efforts to bring the underlying property into compliance with the Framingham Nuisance Bylaw and the City withdrew its complaint for contempt without prejudice. This matter is now closed.
City of Framingham v. Vezza (36 Simpson Dr.)	Nuisance Bylaw	This case is an action filed in the Housing Court to enforce alleged Nuisance Bylaw violations at the Defendants' property at 36 Simpson Drive, namely consisting of overgrown vegetation. After the City commenced this enforcement action and requested a preliminary injunction, the Court issued an order dated October 9, 2018 ordering that the Defendants bring their property into compliance with the Nuisance Bylaw, including by immediately and fully removing overgrown vegetation from the property.
City of Framingham v. Yaro Enterprises (1 Clark's Hill)	Code Enforcement	This is an action brought in the Housing Court against the owner of the commercial property known located at 1 Clarks Hill. The City sought enforcement of building code violations and an injunction prohibiting further construction work at the property without proper building permits. A hearing was scheduled on the City's Motion for Preliminary Injunction. The hearing was avoided when the defendant agreed to enter into a Stipulation that was then filed with the court. Shortly thereafter the property was sold. The City Solicitor's Office successfully collected \$22,000 in Inspectional Services Dept. fines that had accrued. The new owner of the property has acknowledged its obligation to apply for building permits prior to commencing any work. The City Solicitor's Office will continue to monitor this matter.

MATTER	TYPE	STATUS
Colbea Enterprises, LLC v. Framingham Zoning Board of Appeals and Colbea Enterprises, LLC and Kobeissi Realty Corp. v. Framingham Zoning Board of Appeals (222 Waverly St. and 846 Concord St.)	Certiorari/Sign Bylaw	In these related Land Court actions, Colbea Enterprises, LLC and Kobeissi Realty Corp. challenge the Sign Board's decisions to deny Colbea's and Kobeissi's applications for variances under the Sign Bylaw to include lighting on signage at their underlying gas station property. The Court issued an order dated August 7, 2017 allowing Colbea and Kobeissi to supplement the record of proceedings before the ZBA, to present previously unsubmitted permits that Colbea and Kobeissi contended they had received from the City to authorize them to install the proposed signage lighting. Upon consideration of the new documents, the Board reversed its decision and issued decisions dated May 15, 2018 granting Colbea's/Kobeissi's applications for variances. In August 2018, the parties filed a stipulation of dismissal. This matter is now closed.
Cumberland Farms v. Framingham Board of Health, et al.	Challenge of Board of Health Regulations	This case has been brought by Cumberland Farms against a number of Massachusetts towns and cities (Barnstable, Billerica, Framingham, Sharon, Somerville and Walpole) challenging newly adopted regulations that restrict the sale of flavored tobacco/nicotine products to adult-only stores. The City is working cooperatively with the other municipalities to defend the matter. The Plaintiff filed a Motion for Preliminary Injunction seeking to enjoin the implementation of the new regulations. The City Solicitor's Office participated in the drafting of an Opposition to said Motion, and a hearing was held before the court on August 21. The Court denied Cumberland Farms' motion for preliminary injunction in a decision and order dated August 29, 2019. The City also participated in the drafting of a Motion to Dismiss by the municipalities. This motion was filed in September 2019. If the motion is denied in whole or in part, discovery will proceed.

MATTER	TYPE	STATUS
Framingham Police Officers Union & Town of Framingham (MUP-17-5757)	Labor	This matter concerns an unfair labor practice charge alleging that the (then) Town violated Chapter 150E by not allowing FPOU unit members to work out-of-town details. The Town denied the charge because there was no past practice by the Town permitting Framingham officers to work out of town details. The parties reached an agreement to resolve this matter which was approved by the City Council, and the charge was withdrawn with prejudice in July 2018. This matter is now closed.
Framingham Police Officers Union & Town of Framingham (AAA No. 01-17-0000-4033) & Town of Framingham v. Framingham Police Officers Union (Middlesex Superior Court and Appeals Court)	Labor	This case concerned a demand for arbitration over the December 2016 reassignment of police officer Matthew Gutwill from a special assignment with the Drug Enforcement Administration to the Patrol Division. The (then) Town argued that the reassignment of personnel is a management prerogative that is non-arbitrable and accordingly filed an action in Superior Court in March 2017 seeking a preliminary injunction enjoining the arbitration from going forward. The Court denied the Town's motion and the Town filed an appeal. The parties submitted briefs and oral argument before the Appeals Court was held in March 2018. On July 10, 2018, the Appeals Court issued a ruling in the City's favor, reversing the Superior Court's ruling. The Union sought further appellate review by the Supreme Judicial Court, which was denied in September 2018. The Union withdrew the demand for arbitration and agreed to dismiss the lower court case in October 2018. This matter is now closed.

MATTER	TYPE	STATUS
Framingham Police Officers Union JLMC Petition	Labor	This matter concerned a joint petition filed in March 2017 by the (then) Town and the Union with the Joint Labor Management Committee regarding the negotiation of a successor agreement between the Town and the union. The previous agreement expired June 30, 2016. The parties attempted to mediate over several dates in 2017 and 2018 without success. An interest arbitration hearing occurred on December 19, 2018, and as part of the hearing the parties reached a tentative agreement on a stipulated award to be issued by the arbitrator. An award was issued in January 2019 and approved by the City Council in February 2019. This matter is now closed.
Framingham Police Officers Union & City of Framingham (MUP-18-6704)	Labor	This matter concerns an allegation of unfair labor practices where the Union alleges that the City has retaliated against Officer Matthew Gutwill for filing and litigating a grievance and for engaging in concerted activity through his Union by declining to appoint him to various positions since he was disciplined in December 2016. The City denies the allegations. An investigative conference occurred in November 2018, and the Department of Labor Relations issued a complaint in January 2019. The matter is currently scheduled for a hearing in November 2019.
Framingham Police Officers Union Single Vacation Days Grievance (AAA Matter)	Labor	This matter concerns a grievance by the Union of an alleged change in working conditions regarding the taking of single vacation days by members of the Union. The City denied the grievance and the Union submitted a demand for arbitration. The arbitration has been stayed while the parties are negotiating a successor collective bargaining agreement. It is anticipated that this matter will be dismissed by the Union as part of the parties' tentative agreement on a contract covering FY2019-21, which is pending approval of funding by the City Council as of the submission of this report.

MATTER	TYPE	STATUS
Framingham Police Officers Retroactive Pay Grievance (AAA Matter)	Labor	This matter concerns a grievance by the Union regarding an alleged violation of the collective bargaining agreement in the timing of retroactive pay to Union members after the City Council approved the FPOU JLMC award (see above). The City denied the grievance and the Union submitted a demand for arbitration. The arbitration is currently scheduled for November 2019. It is anticipated that this matter will be dismissed by the Union as part of the parties' tentative agreement on a contract covering FY2019-21, which is still pending approval of funding by the City Council as of the submission of this report.
Framingham Police Superior Officers Association Clothing Allowance Grievance (AAA Matter)	Labor	This matter concerned a grievance by the Union regarding the interpretation of language in the collective bargaining agreement relative to the clothing allowance benefit. The City denied the Union's grievance. The Union submitted a demand for arbitration. An arbitration hearing occurred on April 17, 2019 and both parties submitted post-hearing briefs. In July 2019, the Arbitrator issued an award in favor of the City denying the Union's grievance. This matter is now closed.
Jordan's Furniture v. Planning Board, et al. (130 Worcester Rd.)	Zoning	This matter involves an appeal by Jordan's Furniture of the ZBA's decision granting Soniya Hotel, LLC's request for site plan review and special permits in connection with a proposed development project at 130 Worcester Road. The complaint also named as a defendant Soniya Hotel, which as the permit grantee is the real party in interest. In accordance with G.L. c. 40A, the ZBA filed a notice of appearance in lieu of an answer on February 28, 2018. The parties in interest have been negotiating to resolve the matter. The court action has been dismissed -- without prejudice -- which allows the parties to resume the litigation if they are unable to settle the dispute. The City Solicitor's office will continue to monitor this matter.

MATTER	TYPE	STATUS
Kendall Realty Trust, et al. v. Conservation Commission (Lot 8, Kendall Ave.)	Wetlands	This case involved a certiorari appeal by Kendall Realty Trust of the Conservation Commission's August 2018 denial order of conditions for the proposed construction of a house on Lot 8 Kendall Avenue. A settlement was reached in the matter resolving the litigation, which was dismissed in June 2019. As part of the settlement, the Plaintiff agreed to pull the project back from the wetlands and install permanent markers designating a 50-foot no-disturb limit. This matter is now closed.
Lewis v. Zoning Board of Appeals (10 Campbell Rd.)	Zoning	This matter involves an appeal by a property owner challenging the Zoning Board of Appeals' September 13, 2016 decision affirming the determination of the Building Commissioner that the plaintiff's property is illegally operating as a lodging house. The ZBA propounded interrogatories and a request for production of documents upon the Plaintiff and, after determining that the Plaintiff's responses were lacking, moved for an order compelling further discovery. The Land Court issued in order on September 8, 2017 requiring that the Plaintiff supplement its discovery responses. This matter is still pending and is not yet scheduled for trial.
Lupachino & Salvatore, Inc. v. City of Framingham	Construction	This matter concerns claims arising from the renovation of Loring Arena between 2016-2018. The General Contractor has alleged claims against the City for alleged extra work that was unpaid by the City, while the City has counter-claimed for various issues with the work which the General Contractor failed to address. Discovery is ongoing.

MATTER	TYPE	STATUS
Lynch v. Teti, et al. (Kendall Ave./ Kendall Lane)	Subdivision Control Law	This case involves an appeal by an abutter of the Planning Board's Definitive Subdivision Plan approval of the Kendall Corner Subdivision, located at 0, 92, 110 Kendall Avenue and 9999 (RR) Kendall Lane. The parties commenced settlement discussions in the months following the Plaintiff's filing of the complaint and reported the case settled to the Court. The Land Court subsequently ordered that the case would be dismissed in the absence of the parties' filing of an agreement for judgment or stipulation of dismissal no later than August 17, 2018. On November 8, 2018, the Land Court issued judgment in this case based on the parties' failure to file such an agreement. This matter is now closed.
Manelis/Rubin v. Town of Framingham	Administrative Appeal (Parking Tickets)	These consolidated matters concerned appeals under G.L. c. 30A, s. 14 by Richard Manelis and David Rubin stemming from the (then) Town's denial of their parking ticket appeals in August 2017. The City filed the record of proceedings in January 2018 and the parties cross-moved for judgment on the pleadings. A hearing on the motions took place in December 2018, and shortly thereafter the Court issued a decision affirming the Town's denial of their appeals. There was no further appeal from either plaintiff, and these matters are now closed.
Manelis v. City of Framingham	Administrative Appeal	This matter concerns an appeal under G.L. c. 30A, s. 14 stemming from the City's denial of a parking ticket appeal in July 2019. The City filed an answer to the Complaint and will file the record of proceedings in fall 2019.
One Ohm Corp. et al. v. Framingham Board of Health	Challenge of Board of Health Regulations	This matter constitutes a challenge by a group of Framingham retailers to the Board of Health's regulations adopted in April 2019 that restrict the sale of flavored tobacco/nicotine products to adult-only stores. The City has filed a partial motion to dismiss, which is scheduled for a hearing in November 2019.

MATTER	TYPE	STATUS
Pascuiti v. ZBA, et al.	Zoning	This case involved an appeal of the ZBA's decision approving Arista Development, LLC's application for variances to build a bank and drive up kiosk at 1, 11 and 13 Hartford Street. The parties resolved the matter and filed a stipulation of dismissal with prejudice on January 8, 2019. This matter is now closed.
Ray v. Planning Board et al (655 Co-chituate Rd.)	Zoning	This case involves an appeal of the Planning Board's approval of Innovative Flower, LLC's application for modification of a minor site plan review for the property located at 655 Cochituate Road. This is a passive defense case, wherein the successful applicant will be primarily responsible for defense. The City Solicitor has filed a Notice of Appearance and will monitor the progress of the matter.
Rossen v. Planning Board (1062 Grove St.)	Land Use/Zoning	On or about September 5, 2019, Plaintiff appealed a Planning Board decision approving application for limited site plan review with Conditions for operation of an indoor marijuana cultivation facility at 1062 Grove St., Eastleigh Farms. The action is pending.
Roy, et al. v. Capital Group Properties, LLC (175 Millwood St./818 Grove St.)	Zoning	This case is an abutters' appeal of the Planning Board's June 19, 2018 decision allowing special permits and site plan approval with conditions for a 129-unit development project at 175 Millwood Street and 818 Grove Street. The complaint also names as a defendant Capital Group Properties, LLC, which as the permit grantee is the real party in interest. The Plaintiffs and co-defendant, Capital Group Properties, served discovery requests, and the Board responded to such requests. The parties in interest have reached a settlement and this action will be dismissed.
Roy, et al. v. Framingham Conservation Commission (175 Millwood St./818 Grove St.)	Wetlands	This case is an abutters' appeal of the Conservation Commission's August 2018 order of conditions allowing Capital Group Properties' 129-unit development project at 175 Millwood Street. Following the Plaintiff's filing of the complaint in October 2018, the developer, Capital Group Properties, filed an unopposed motion to intervene in the action, which the Court allowed. The parties in interest have reached a settlement and this action will be dismissed.

MATTER	TYPE	STATUS
Service Employees International Union Local 888 v. City of Framingham (AAA Matter)	Labor	This matter concerned a grievance over the City's termination of an employee in the Inspectional Services Department. The Union filed a grievance regarding the termination, with the City denied. The Union then submitted a demand for arbitration. An arbitration hearing occurred in February 2019, with both parties submitting post-hearing brief. In May 2019, the Arbitrator issued an award in favor of the City, denying the grievance and finding that there was just cause to terminate the grievant. This matter is now closed.
Tocci v. Lopez, et al. (138 Leland St.)	Zoning	This action is an appeal of a decision of the Zoning Board of Appeals, which overturned a decision of the Building Commissioner, thereby allowing the use of property located at 138 Leland Street for an auto towing business. The City Solicitor's office entered a Notice of Appearance and Answer in this action. The successful applicant will be principally responsible for defending this case. The City Solicitor's office will continue to monitor the matter.
Tortcon Builders, Inc. v. Zoning Board of Appeals (32 Leland St.)	Zoning/Land Use	This is a case appealing the ZBA's denial of Tortcon Builders, Inc.'s application for a variance from frontage requirements to build a single-family home at property located at 32 Sewall Street. After the City served discovery requests upon Tortcon in April 2018, Tortcon filed a stipulation of dismissal in September 2018. This matter is now closed.
Town of Framingham v. Seven Forty-Nine, LLC (749 Worcester Rd.)	Environmental	This case concerned claims under G.L. c. 21E for response costs incurred by the (then) Town due to environmental contamination encountered below the public right-of-way during a DPW project, which the Town alleges originated from the property located at 749 Worcester Road, which is owned by the defendant, Seven Forty-Nine, LLC. The parties reached a settlement after negotiations and the lawsuit was dismissed in April 2019. This matter is now closed.

MATTER	TYPE	STATUS
Trustees of the Wilson Gardens Condominium Trust v. Lourie, et al.	Condominium Lien	This matter is a case commenced in November 2018 for alleged unpaid common area condominium expenses. The plaintiff named the City as a defendant/party-in-interest insofar as the property was in tax title. The Complaint acknowledges the priority status of liens for real estate taxes and other municipal assessments or charges under G.L. c. 183, § 6.

#### Special Counsel/Insurance Defense Counsel Cases

Below is a list of significant cases that presently are being handled by special counsel or insurance defense counsel.

MATTER	TYPE	STATUS
Butler v. Framingham	Civil Rights	This matter concerns claims by Deborah Butler against the City and Mayor Spicer arising from her non-selection to the Veterans Council. The complaint was filed in December 2018 and the City's insurer, Travelers, assigned the case to the law firm Litchfield Cavo to defend the City and Mayor Spicer. The City filed a motion to dismiss and a hearing on the City's motion occurred in May 2019. A decision on the motion is pending.
Chaney v. City of Framingham et al	Civil Rights	This matter concerns claims of alleged civil rights violations stemming from a November 2014 arrest by Framingham Police Department officers. The matter was assigned for defense to the law firm of Pierce Davis & Perritano by the City's insurer, Travelers. The matter was removed to U.S. District Court by the Defendants. The City and individual defendants recently filed a motion for summary judgment and are awaiting a hearing on the motion.
Crupi v. City of Framingham	Tort	This matter concerns a claim for personal injury for an alleged accident at the Framingham High School. Travelers, the City's insurer, has assigned the Law Offices of Steven B. Stein to defend the City. Discovery is ongoing.

MATTER	TYPE	STATUS
Framingham v. Purdue Pharma LP et al. (Opioid Litigation)	Tort	This matter concerns claims by the City for damages and injunctive relief against the pharmaceutical manufacturers, distributors, board members and executives who caused the national opioid epidemic, which resulted in damages to the City. The City is represented in this matter by Scott+Scott Attorneys at Law LLP, along with local counsel Anderson & Kreiger LLP. The complaint was filed on December 2018 and was consolidated for discovery purposes with cases filed by other Massachusetts cities and towns in the Business Litigation session of the Massachusetts Superior Court. Some limited discovery has taken place and the Defendants have filed motions to dismiss. It is anticipated that the Court will hold a hearing on the motions in the fall of 2019.
Gutwill v. Town of Framingham et al	Employment/ Civil Rights	This federal lawsuit involves claims of whistleblower retaliation and alleged violations of Section 1983 against Framingham and former Police Chief Ferguson by FPD officer Matthew Gutwill, who alleges he was removed from his assignment as a DEA Task Force Officer in retaliation for filing a complaint regarding another officer. Framingham and Chief Ferguson deny the plaintiff's allegations. Framingham's insurer, Travelers, has assigned the case to the law firm of Pierce, Davis and Perritano to defend the (then) Town and Chief Ferguson in this matter. The Defendants recently filed motions for summary judgment. It is anticipated that the Court will schedule a hearing on the motions sometime in fall 2019.
Hurley v. City of Framingham et al	Employment	This matter concerns a claim for alleged disability discrimination and retaliation by a former DPW employee. The matter was initially filed at MCAD in May 2019, but in August 2019 was withdrawn to file an action in Superior Court. This matter has been assigned by Travelers for defense by the law firm of Litchfield Cavo. Discovery is ongoing.

MATTER	TYPE	STATUS
Jean v. Framingham	Employment/ Civil Rights	This matter concerned an EEOC charge of discrimination arising from alleged discrimination pertaining to the contemplated reorganization of the Community & Economic Development Division. The City denied any discrimination occurred. The City's insurer assigned the defense of this matter to the law firm of Jackson Lewis, which submitted a position statement on the City's behalf. The EEOC dismissed the Charge in May 2019. This matter is now closed.
Mariano v. Town of Framingham	Tort	This matter concerned a personal injury claim arising from an accident at Cameron Middle School in April 2016. This matter was assigned for defense by Travelers to the Law Offices of Steven B. Stein. It was settled and was dismissed in May 2019. This matter is now closed.
Rivera v. Town of Framingham et al	Tort	This matter concerns a claim for personal injury stemming from a motor vehicle accident involving a Framingham Police Department vehicle in March 2016. This matter was assigned by Travelers to the Law Offices of Steven B. Stein for defense. Discovery is ongoing.
Slattery v. Town of Framingham et al	Employment/ Civil Rights	This federal lawsuit involves claims of whistleblower retaliation and violations of 42 U.S.C. section 1983 against Framingham, former Police Chief Ferguson, and then-Deputy Police Chief Trask by Kevin Slattery, a former Framingham Deputy Police Chief who retired in April 2017. Slattery alleges that he was retaliated against for various complaints he allegedly made while serving as a Deputy Police Chief. The (then) Town, Chief Ferguson and Chief Trask deny the allegations. Framingham's insurer, Travelers, has assigned the law firm of Pierce, Davis and Perritano to represent the Town and the two individual defendants in this matter. The parties recently agreed to try to settle the matter through mediation, which is expected to occur in November 2019.

MATTER	TYPE	STATUS
Stuart v. Town of Framingham et al	Employment/ Civil Rights	This federal lawsuit involves claims of whistleblower retaliation and violations of 42 U.S.C. section 1983 against Framingham and Assistant to the Chief of Police Brian Simoneau by Vincent Stuart, a former Framingham police officer who was terminated in February of 2017 for wrongful conduct. The plaintiff alleges that he was retaliated against for making a complaint regarding Mr. Simoneau to the Chief of Police. Framingham and Mr. Simoneau deny the allegations. The (then) Town's insurer, Travelers, has assigned the law firm of Pierce, Davis and Perritano to represent the Town and Mr. Simoneau in this matter. The Defendants recently moved for summary judgment and are awaiting a hearing date on the motion from the Court.
Tinsley v. City of Framingham et al.	Civil Rights	On May 27, 2012, Framingham Police Officers arrested Tinsley for Assault and Battery of a Police Officer, Resisting Arrest, Disorderly Conduct, and Carrying a Dangerous Weapon. He was convicted of all counts and sentenced to 18 months. He appealed his convictions and lost at the Appeals Court (Rule 1:28). On May 12, 2014 he filed a 1983 Excessive Force Suit against Framingham Police Officers Dinis Avila, Joe Godino, Jim Green, Jason Lurie, and Greg Reardon, as well as the City and Police Department. After the Plaintiff's criminal conviction was upheld, insurance defense counsel filed a motion for summary judgment on the grounds that his criminal conviction was dispositive because it showed beyond a reasonable doubt that he assaulted the officers and resisted arrest. Summary judgment was granted for the defendants and the plaintiff appealed the decision to the Appeals Court. Briefing is underway at the Appeals Court.

### School Department Cases (Of Which City Solicitor Is Aware)

Below is a summary of cases of which the Office is aware involving the Framingham School Department. The Office does not serve as general school counsel for the School Department and provides these summaries for informational purposes based on information known to us. These cases are being handled by insurance counsel or Boston-based Morgan Brown & Joy, Labor counsel to the School Department.

MATTER	TYPE	STATUS
Dobson v. Framingham Public Schools	Discrimination	This case concerns a racial discrimination claim by a former School Department employee. The matter was filed at MCAD in March 2019. The School Department is being defended in the matter by School Labor Counsel, Morgan, Brown & Joy. We understand this matter is still pending.
Smith v. Framingham Public Schools	Discrimination	This case concerned a racial discrimination claim by a former School Department employee. The matter was initially filed at MCAD in August 2014 but was removed and a complaint was filed in Hampshire Superior Court in May 2016. The School Department was defended in this matter by School Labor Counsel, Morgan, Brown & Joy. The matter was settled, and the lawsuit was dismissed in November 2018. This matter is now closed.
Viti v. Framingham Public Schools	Discrimination	This matter concerned claims of gender discrimination and retaliation by a School Department employee alleging she was wrongfully terminated from her position as a volleyball coach based on her gender. This matter was defended by insurance counsel assigned by AIG. The employee withdrew her claims in August 2019. This matter is now closed.

## Budgetary Overview

In FY'19 the Office continued its positive track record of procuring new revenue for the General Fund or helping to avoid the imposition of additional costs upon the City. The services provided by the Office of the City Solicitor have resulted in monetary benefits to the City that has resulted in direct revenue, mitigation and avoided expenses more than double approximately double Framingham's FY'19 appropriation of \$765,000.

Below is a chart summarizing the revenue, mitigation and avoided expenses achieved in FY'19 by the efforts of the Office of City Solicitor working with other departments, boards or commissions, or through the substantial assistance of the City Solicitor.

## FY 2019 Revenue, Mitigation and Avoided Expenses

(Also reported are amounts received from Ashland to date in FY'20 for sewage transport)

Matter:	Description:
Payments Received from Ashland for sewage transport in FY'19 (and to date in FY20) \$1,260,214.93 (Revenue)	Payments received in FY'19 for sewage transport under the February 13, 2004 Decision issued by the Department of Telecommunications and Energy (DTE), and pursuant to the January 1, 2007 IMA between Ashland and Framingham. Prior to the DTE Decision and the subsequent 2007 Inter-municipal Agreement (IMA) between Framingham and Ashland, Framingham had received only \$5,500 per year from 1964-2003 under a 1963 IMA with Ashland. To date Framingham has received over \$13 million in payments from Ashland (\$13,263,707.76) under the successful 2004 Decision and the 2007 IMA.
Pelham Apartments and Framingham Housing Authority Trash Collection \$300,000 (Avoided Expense)	By a favorable summary judgment ruling achieved in the Pelham litigation, Framingham ceased trash collection at the 550 units at the Pelham Apartments in approximately 2004, which results in avoided expenses estimated at more than \$100,000 per year. For the same reason, Framingham ceased trash collection at approximately 1,000 units owned by the Framingham Housing Authority, thus realizing savings of approximately an additional estimated \$200,000 per year. These savings amount to approximately \$300,000 per year on an annual recurring basis without adjusting upwards for inflation.
Calvao, et al. v. Town of Framingham \$175,000 (Avoided Expense)	As a result of the United States Court of Appeals for the First Circuit's March 17, 2010 decision affirming the District Court's decision allowing the Town's Motion for Summary Judgment with respect to the Town's establishment of a 24-day work period under 29 U.S.C. 207(k), the Town has avoided liability to date for approximately \$1,500,000 in damages, in view of the federal law that often allows for double damages and attorney's fees to be assessed against parties found to have violated the Fair Labor Standards Act. Additionally, Framingham has to date avoided the need to pay FLSA overtime to officers who work more than 40 hours per week (CBA overtime is paid), thus saving the City approximately \$175,000 per year on an annual basis.
City of Framingham v. Yaro Enterprises (1 Clark's Hill) \$22,000 (Revenue)	The City Solicitor's Office successfully collected \$22,000 in Inspectional Services Division fines in August 2019.
	<b>TOTAL FY 2019: \$1,757,214.93</b>

While we cannot promise that the revenue, mitigation and avoided expenses achieved in FY'19 will continue at the same level in the future, we will continue to exercise creativity, diligence, and our best legal skill to address the litigation that does arise as we advocate on behalf of the best interests of the Mayor, the City of Framingham and its boards, commissions and officials, and its taxpayers.

In closing, the attorneys and staff at Petrini & Associates, P.C. wish to thank the Mayor and the residents of the City for the opportunity to serve as your City Solicitor.

This shall serve as the Annual Report of the City Clerk Division for the period of July 1, 2018 through June 30, 2019. The City Clerk Division is comprised of two departments: City Clerk Department, and the Elections Department. The City Clerk Division is part of the Legislative Branch of the Framingham City Government, which includes the City Council.

## CITY CLERK DEPARTMENT

### Staff

Lisa A. Ferguson, City Clerk

Emily L. Butler, Assistant City Clerk

Melanie Otsuka, Administrative Coordinator

Vanessa Minden, Administrative Assistant

### Mission Statement

The Framingham City Clerk's Office is committed to providing competent, courteous and efficient service to our customers. We are dedicated to the thorough preservation of the City's vital records and historical documents for the benefit of future generations. We respect the right to vote as a fundamental civil right and will assure that all elections are conducted in a fair and open manner providing equal access to all citizens. Our office will operate in a modern, professional and automated environment, with an emphasis on our fiscal responsibility to the taxpayers of Framingham.

Transition came to the City Clerk's Office in 2018. Valerie Mulvey retired after 18 years of service as City/Town Clerk on July 27, 2018. Lisa A. Ferguson was appointed by the City Council as her successor. Per the Home Rule Charter, the City Council created the Framingham City Seal Development Committee chaired by the City Clerk to create and oversee a community-wide process to design a new seal or adapt the current seal for the City of Framingham. The committee will make its recommendation to City Council in the fall of 2019.

The City Clerk Department is accountable for the City's vital records. Responsibilities include but are not limited to: processing birth, death, marriage certificates; processing affidavits and amendments to vital records. In addition to vital records, the City Clerk is also responsible for the collection of fines for the Board of Health, Conservation Commission, Inspectional Services, Public Works, and Animal Control; issuing marriage, business and dog licenses and fuel permits; maintaining Going out of Business inventory lists; maintaining all permanent Planning Board, Zoning Board of Appeals, Conservation and Public Way Access Permit applications, decisions and appeals; posting all public meetings and agendas in a location where they are available for viewing by the public twenty-four hours a day, seven days a week to ensure that Framingham complies with Open Meeting Law; processing minutes for all committees, boards and commissions; serving customers in person, online, by telephone and via mail. The City Clerk provides municipal employees and elected/appointed officials with summaries of the Massachusetts Conflict of Interest Law on an annual basis, maintains receipts from individuals and notifies the same individuals that online training and testing must be completed on a biennial basis.

In mid-2018, the Massachusetts Registry of Motor Vehicles initiated the Real ID Driver's License, which is valid for federal purposes. In order to renew a driver's license and receive a Real ID, one must provide several forms of identification. The most common form of identification is a certified birth certificate (and marriage certificate if one's name changed through marriage). These new requirements have significantly increased the demand for records in the City Clerk's Office.

## Financial Transactions

The following is a report of the financial transactions of the Office of the City Clerk, and is for the fiscal year beginning July 1, 2018 and ending June 30, 2019. All fees are retained by the City.

Filing Fees	\$21,500.00
Records	\$150,300.30
Marriages	\$17,880.00
Dog Licenses	\$65, 979.50
Business Certificates	\$25,982.10
Pole/Wire	\$600.00
Fuel Permits	\$2,100.00
Street Listing	\$300.00
Animal Control Fines	\$650.00
Dog Fines	\$25.00
Building Code Fines	\$3,050.00
Conservations Fines	\$875.00
Board of Health Fines	\$125.00
Miscellaneous	\$3,239.45
Extended Polling Hours	\$17,007.00
Total Receipts	\$309,613.35

## Vital Record Certificates Registered and Filed with the City Clerk

	Number of Births	Number of Deaths	Number of Marriages
July 2018	134	59	54
August 2018	123	81	69
September 2018	130	68	67
October 2018	133	57	59
November 2018	138	65	36
December 2018	109	67	36
January 2019	112	76	30
February 2019	125	65	25
March 2019	107	68	39
April 2019	123	70	50
May 2019	137	58	56
June 2019	156	66	65
<b>TOTAL</b>	<b>1527</b>	<b>800</b>	<b>586</b>

## ELECTIONS DEPARTMENT

### Staff

Lisa A. Ferguson, City Clerk

Emily L. Butler, Assistant City Clerk

Danielle Cersosimo, Election Coordinator

Three elections were held in 2018. The State Primary was held on September 4, 2018 with a 22% turnout. The total number of registered voters was 40,944; total turnout was 8,890 voters; 6,904 voters cast Democratic ballots; 1,986 voters cast Republican ballots; 29 voters cast Libertarian ballots. On November 6, 2018, the State Election was held with a 58.77% turnout. The total number of registered voters was 41,500; total turnout was 24,390 voters. On December 11, 2018, a special election was conducted for the construction of a new Fuller Middle School. The total turnout was 12.04%. The total number of registered voters was 41,593; total turnout was 5,007 voters.

Massachusetts General Law, Chapter 54, Section 25B requires that all cities and towns allow for early voting for all biennial state elections. Early voting for the November 6, 2018 State Election took place October 22, 2018 through November 2, 2018. Any voter eligible to vote in Framingham was able to cast their vote early either at City Hall or the McAuliffe Branch Library. Over 4,000 voters took advantage of early voting for this election. The City Clerk applied for two grants for early voting totaling \$13,073 and received monies from the State Auditor and the Secretary of the Commonwealth. Due to the commitment and dedication of the citizens who served as election workers, the City was able to handle record turnouts effortlessly.



*Election Coordinator, Danielle Cersosimo, teamed up with the League of Women Voters at a voter registration drive held at Framingham High School*

**Official Results September 4, 2018 State Primary**

PRECINCTS																		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	Total
<b>Democratic</b>																		
<b>Senator in Congress</b>																		
Blanks	70	63	26	82	71	78	75	26	21	85	30	18	5	22	6	3	11	722
<i>Elizabeth A. Warren</i>	<b>512</b>	<b>599</b>	<b>344</b>	<b>543</b>	<b>470</b>	<b>471</b>	<b>456</b>	<b>435</b>	<b>179</b>	<b>572</b>	<b>247</b>	<b>283</b>	<b>163</b>	<b>281</b>	<b>65</b>	<b>58</b>	<b>149</b>	<b>6049</b>
Write-Ins	16	12	4	14	12	14	5	5	1	15	3	5	3	10	2	1	3	133
<b>Governor</b>																		
Blanks	133	156	55	149	124	119	118	60	57	180	51	46	14	51	12	7	27	1405
<i>Jay M. Gonzalez</i>	<b>300</b>	<b>346</b>	<b>226</b>	<b>328</b>	<b>312</b>	<b>297</b>	<b>292</b>	<b>291</b>	<b>134</b>	<b>102</b>	<b>152</b>	<b>180</b>	<b>99</b>	<b>188</b>	<b>48</b>	<b>43</b>	<b>95</b>	<b>3794</b>
Bob Massie	151	154	90	155	108	138	118	106	60	122	74	76	53	70	13	9	39	1587
Write-Ins	14	18	3	7	9	9	8	9	2	9	3	4	5	4	0	3	2	118
<b>Lieutenant Governor</b>																		
Blanks	132	149	55	149	116	114	114	73	55	183	58	42	22	52	9	10	25	1404
<i>Quentin Palfrey</i>	<b>259</b>	<b>305</b>	<b>181</b>	<b>254</b>	<b>264</b>	<b>250</b>	<b>239</b>	<b>230</b>	<b>125</b>	<b>309</b>	<b>138</b>	<b>123</b>	<b>81</b>	<b>171</b>	<b>32</b>	<b>36</b>	<b>84</b>	<b>3170</b>
Jimmy Tingle	205	212	137	236	173	195	183	161	78	178	84	139	68	88	31	15	53	2301
Write-Ins	2	8	1	0	0	4	0	2	2	2	0	2	0	2	1	1	1	29
<b>Attorney General</b>																		
Blanks	65	41	20	78	66	57	70	22	32	18	28	24	19	19	11	5	16	664
<i>Maura Healey</i>	<b>532</b>	<b>628</b>	<b>350</b>	<b>559</b>	<b>480</b>	<b>500</b>	<b>465</b>	<b>440</b>	<b>227</b>	<b>183</b>	<b>251</b>	<b>280</b>	<b>152</b>	<b>292</b>	<b>62</b>	<b>55</b>	<b>147</b>	<b>6196</b>
Write-Ins	1	5	4	2	7	6	1	4	1	0	1	2	0	2	0	2	0	44
<b>Secretary of State</b>																		
Blanks	31	31	12	58	33	32	37	20	24	8	21	16	12	8	5	5	11	405
<i>William Francis Galvin</i>	<b>407</b>	<b>499</b>	<b>279</b>	<b>406</b>	<b>385</b>	<b>422</b>	<b>361</b>	<b>326</b>	<b>176</b>	<b>140</b>	<b>194</b>	<b>211</b>	<b>102</b>	<b>239</b>	<b>52</b>	<b>39</b>	<b>113</b>	<b>4804</b>
Josh Zakim	158	142	83	175	133	106	138	120	60	53	63	79	57	66	16	16	39	1679
Write-Ins	2	2	0	0	2	3	0	0	0	3	2	0	0	0	0	2	0	16
<b>Treasurer</b>																		
Blanks	141	102	56	139	113	111	96	60	51	33	63	55	33	35	11	6	25	1272
<i>Deborah B. Goldberg</i>	<b>454</b>	<b>570</b>	<b>315</b>	<b>498</b>	<b>438</b>	<b>448</b>	<b>440</b>	<b>405</b>	<b>208</b>	<b>167</b>	<b>217</b>	<b>248</b>	<b>137</b>	<b>275</b>	<b>61</b>	<b>55</b>	<b>137</b>	<b>5599</b>
Write-Ins	3	2	3	2	2	4	0	1	1	1	0	3	1	3	1	1	1	33
<b>Auditor</b>																		
Blanks	150	129	58	159	123	118	115	71	55	163	63	55	37	46	11	11	26	1431
<i>Suzanne M. Bump</i>	<b>445</b>	<b>543</b>	<b>316</b>	<b>477</b>	<b>429</b>	<b>441</b>	<b>420</b>	<b>395</b>	<b>202</b>	<b>159</b>	<b>217</b>	<b>248</b>	<b>132</b>	<b>266</b>	<b>61</b>	<b>50</b>	<b>137</b>	<b>5442</b>
Write-Ins	3	2	0	3	1	4	1	0	3	1	5	0	3	1	1	1	0	31
<b>Rep. in Congress</b>																		
Blanks	115	81	41	119	91	105	84	49	46	33	119	24	24	33	13	10	24	1058
<i>Katherine M. Clark</i>	<b>461</b>	<b>565</b>	<b>329</b>	<b>496</b>	<b>434</b>	<b>436</b>	<b>433</b>	<b>409</b>	<b>207</b>	<b>164</b>	<b>224</b>	<b>271</b>	<b>143</b>	<b>268</b>	<b>60</b>	<b>51</b>	<b>137</b>	<b>5615</b>
Write-Ins	22	28	4	24	28	22	19	8	7	4	9	11	4	12	0	1	2	231

**Official Results September 4, 2018 State Primary**

PRECINCTS																		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	Total
<b>Councillor</b>																		
Blanks	195	182	90	203	161	165	147	102	71	56	217	82	64	40	65	15	13	31
<b>Robert L. Jubinville</b>	<b>396</b>	<b>489</b>	<b>283</b>	<b>434</b>	<b>390</b>	<b>393</b>	<b>388</b>	<b>364</b>	<b>187</b>	<b>144</b>	<b>452</b>	<b>197</b>	<b>240</b>	<b>131</b>	<b>247</b>	<b>58</b>	<b>47</b>	<b>131</b>
Write-Ins	7	3	1	2	2	5	1	0	2	1	3	1	2	0	1	0	2	1
<b>State Senator</b>																		
Blanks	74	54	29	74	74	71	62	33	36	29	66	44	20	21	25	9	7	20
<b>Karen E. Spilka</b>	<b>521</b>	<b>613</b>	<b>343</b>	<b>561</b>	<b>472</b>	<b>489</b>	<b>471</b>	<b>431</b>	<b>221</b>	<b>171</b>	<b>600</b>	<b>234</b>	<b>284</b>	<b>150</b>	<b>285</b>	<b>62</b>	<b>54</b>	<b>143</b>
Write-Ins	3	7	2	4	7	3	3	2	3	1	6	2	2	0	3	2	1	0
<b>State Representative - 6th Middlesex</b>																		
Blanks	267	241		28	223	196	187		114	112	203	108			171			1850
Write-Ins	95	0		0	31	0	0		0	3	0	0			40			169
Mary Kate Feeney	57	69		97	51	73	40		26	12	62	20			28			535
Michael Gatlin	48	78		178	85	47	81		29	13	166	45			22			792
<b>Maria Robinson</b>	<b>129</b>	<b>283</b>		<b>332</b>	<b>160</b>	<b>246</b>	<b>218</b>		<b>90</b>	<b>60</b>	<b>235</b>	<b>106</b>			<b>52</b>			<b>1911</b>
Mark Tilden	2	3		4	2	1	10		0	1	6	1			0			30
Thomas Blandford	0	0		0	1	0	0		1	0	0	0			0			2
<b>State Representative - 7th Middlesex</b>																		
Blanks								44					30	23		8	8	25
<b>Jack Patrick Lewis</b>								<b>409</b>					<b>262</b>	<b>144</b>		<b>64</b>	<b>53</b>	<b>134</b>
Write-Ins								13					14	4		1	1	4
<b>State Representative - 13th Middlesex</b>																		
Blanks																		63
<b>Carmine Lawrence Gentile</b>																		<b>292</b>
Write-Ins																		19
<b>District Attorney</b>																		
Blanks	111	116	40	137	86	73	86	59	44	30	136	49	25	19	29	7	12	23
<b>Marian T. Ryan</b>	<b>276</b>	<b>337</b>	<b>207</b>	<b>289</b>	<b>283</b>	<b>302</b>	<b>270</b>	<b>246</b>	<b>121</b>	<b>115</b>	<b>337</b>	<b>139</b>	<b>163</b>	<b>78</b>	<b>177</b>	<b>33</b>	<b>40</b>	<b>73</b>
Donna Patalano	211	219	127	212	182	187	179	160	95	56	196	91	117	74	105	33	9	66
Write-Ins	0	2	0	1	2	1	1	1	0	0	3	1	1	0	2	0	1	1
<b>Clerk of Courts</b>																		
Blanks	177	151	74	191	147	138	130	78	65	40	194	74	57	38	46	10	14	28
<b>Michael A. Sullivan</b>	<b>420</b>	<b>521</b>	<b>300</b>	<b>444</b>	<b>405</b>	<b>425</b>	<b>405</b>	<b>388</b>	<b>194</b>	<b>160</b>	<b>475</b>	<b>205</b>	<b>248</b>	<b>132</b>	<b>264</b>	<b>60</b>	<b>47</b>	<b>134</b>
Write-Ins	1	2	0	4	1	0	1	0	1	1	3	1	1	1	3	3	1	1
<b>Register of Deeds</b>																		
Blanks	168	156	78	196	149	141	131	79	68	42	198	73	58	37	74	10	13	29
<b>Maria C. Curtatone</b>	<b>427</b>	<b>516</b>	<b>295</b>	<b>440</b>	<b>401</b>	<b>421</b>	<b>403</b>	<b>386</b>	<b>189</b>	<b>158</b>	<b>469</b>	<b>206</b>	<b>245</b>	<b>132</b>	<b>237</b>	<b>62</b>	<b>47</b>	<b>133</b>
Write-Ins	3	2	1	3	3	1	2	1	3	1	5	1	3	2	2	1	2	1

**Official Results September 4, 2018 State Primary**

PRECINCTS																		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	Total
<b>Republican</b>																		
<b>Senator in Congress</b>																		
Blanks	16	13	17	12	12	7	7	5	8	14	3	2	2	3	2	2	0	132
<b>Geoff Diehl</b>	<b>83</b>	<b>82</b>	<b>58</b>	<b>78</b>	<b>83</b>	<b>89</b>	<b>60</b>	<b>67</b>	<b>28</b>	<b>76</b>	<b>33</b>	<b>38</b>	<b>20</b>	<b>27</b>	<b>10</b>	<b>5</b>	<b>31</b>	<b>928</b>
John Kingston	39	67	19	40	44	50	41	34	32	10	56	23	16	21	8	1	21	537
Beth Joyce Lindstrom	40	45	21	38	40	26	27	30	15	10	44	5	9	7	13	2	4	379
Write-Ins	3	0	0	0	0	0	1	1	0	0	1	1	0	2	0	0	0	10
<b>Governor</b>																		
Blanks	4	4	4	7	5	1	2	0	4	0	6	1	0	2	0	2	0	43
<b>Charles D. Baker</b>	<b>107</b>	<b>148</b>	<b>73</b>	<b>114</b>	<b>128</b>	<b>110</b>	<b>99</b>	<b>92</b>	<b>38</b>	<b>132</b>	<b>36</b>	<b>52</b>	<b>30</b>	<b>47</b>	<b>12</b>	<b>5</b>	<b>32</b>	<b>1324</b>
Scott D. Lively	69	54	38	47	46	61	34	46	39	18	53	20	19	15	17	10	5	614
Write-Ins	1	1	0	0	0	0	1	1	0	0	0	0	1	0	0	0	0	5
<b>Lieutenant Governor</b>																		
Blanks	46	45	27	30	44	38	34	27	10	50	11	12	9	16	5	7	14	464
<b>Karyn E. Polito</b>	<b>133</b>	<b>161</b>	<b>87</b>	<b>134</b>	<b>132</b>	<b>131</b>	<b>101</b>	<b>85</b>	<b>42</b>	<b>139</b>	<b>45</b>	<b>58</b>	<b>35</b>	<b>49</b>	<b>17</b>	<b>5</b>	<b>41</b>	<b>1495</b>
Write-Ins	2	1	1	4	3	3	1	0	4	2	1	3	1	1	0	0	0	27
<b>Attorney General</b>																		
Blanks	47	36	24	48	43	26	28	18	14	46	11	8	7	14	5	3	7	412
<b>James R. McMahon, III</b>	<b>76</b>	<b>107</b>	<b>47</b>	<b>70</b>	<b>69</b>	<b>93</b>	<b>68</b>	<b>49</b>	<b>20</b>	<b>84</b>	<b>24</b>	<b>44</b>	<b>17</b>	<b>31</b>	<b>12</b>	<b>4</b>	<b>38</b>	<b>918</b>
Daniel L. Shores	57	63	42	49	67	53	38	46	42	21	59	22	20	21	20	5	5	640
Write-Ins	1	1	2	1	0	0	2	1	3	1	2	0	1	0	1	0	0	16
<b>Secretary of State</b>																		
Blanks	64	63	44	59	72	49	44	30	20	71	15	10	11	25	8	7	15	651
<b>Anthony M. Amore</b>	<b>115</b>	<b>138</b>	<b>69</b>	<b>106</b>	<b>104</b>	<b>120</b>	<b>90</b>	<b>81</b>	<b>36</b>	<b>119</b>	<b>42</b>	<b>60</b>	<b>33</b>	<b>40</b>	<b>14</b>	<b>5</b>	<b>40</b>	<b>1306</b>
Write-Ins	2	6	2	3	3	3	2	1	0	1	0	3	1	1	0	0	0	29
<b>Treasurer</b>																		
Blanks	71	77	49	65	75	55	42	48	19	71	18	16	12	25	8	8	14	711
<b>Keiko M. Orrall</b>	<b>109</b>	<b>129</b>	<b>64</b>	<b>102</b>	<b>104</b>	<b>116</b>	<b>93</b>	<b>73</b>	<b>37</b>	<b>119</b>	<b>39</b>	<b>55</b>	<b>32</b>	<b>41</b>	<b>14</b>	<b>4</b>	<b>41</b>	<b>1263</b>
Write-Ins	1	1	2	1	0	1	1	0	0	1	0	2	1	0	0	0	0	12
<b>Auditor</b>																		
Blanks	74	76	51	66	73	50	43	50	21	73	17	19	12	23	6	7	19	718
<b>Helen Brady</b>	<b>106</b>	<b>131</b>	<b>63</b>	<b>101</b>	<b>106</b>	<b>121</b>	<b>92</b>	<b>89</b>	<b>73</b>	<b>118</b>	<b>40</b>	<b>52</b>	<b>33</b>	<b>43</b>	<b>16</b>	<b>5</b>	<b>36</b>	<b>1260</b>
Write-Ins	1	0	1	1	0	1	1	0	0	0	0	2	0	0	0	0	0	8
<b>Rep. in Congress</b>																		
Blanks	42	57	29	35	34	28	25	28	19	45	15	8	7	11	5	4	9	416
John Hugo	52	72	31	51	52	66	49	36	38	20	59	16	12	20	8	4	24	630
<b>Louis Kuchnir</b>	<b>81</b>	<b>75</b>	<b>52</b>	<b>74</b>	<b>86</b>	<b>77</b>	<b>61</b>	<b>74</b>	<b>52</b>	<b>83</b>	<b>22</b>	<b>42</b>	<b>25</b>	<b>33</b>	<b>9</b>	<b>4</b>	<b>21</b>	<b>892</b>
Write-Ins	6	3	3	8	7	1	1	1	3	0	4	3	1	2	0	0	1	48

**Official Results September 4, 2018 State Primary**

PRECINCTS																		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	Total
<b>Councillor</b>																		
Blanks	152	190	103	147	158	150	117	119	101	44	166	53	39	52	19	9	43	1722
Write-Ins	29	17	12	21	21	22	19	20	11	12	25	4	13	6	14	3	12	264
<b>State Senator</b>																		
Blanks	154	190	104	150	163	151	116	120	97	48	170	50	36	53	20	10	41	1733
Write-Ins	27	17	11	18	16	21	20	19	15	8	21	7	13	9	13	2	14	253
<b>State Representative - 6th Middlesex</b>																		
Blanks	137	170		132	136	138	115		91	44	154	45		48				1210
Write-Ins	20	6		20	11	15	6		6	9	7	8		8				116
Thomas Blandford	10	17		5	11	19	9		11	3	9	4		1				99
Mary Kate Feeney	3	5		7	4	0	2		0	0	5	0		3				29
Michael Gatlin	6	5		2	9	0	4		2	0	14	0		5				47
Maria Robinson	5	3		1	8	0	0		2	0	2	0		1				22
Mark Tilden	0	1		1	0	0	0		0	0	0	0		0				2
<b>State Representative - 7th Middlesex</b>																		
Blanks								126					62	35	21	9	42	295
Write-Ins								13					11	10	1	3	13	51
<b>State Representative - 13th Middlesex</b>																		
Blanks			104															104
Write-Ins			11															11
<b>District Attorney</b>																		
Blanks	159	195	104	153	170	160	127	129	106	50	179	50	37	55	21	10	43	1816
Write-Ins	22	12	11	15	9	12	9	10	6	6	12	7	5	8	11	2	12	170
<b>Clerk of Courts</b>																		
Blanks	162	195	104	155	171	162	128	129	107	52	178	51	67	56	21	8	45	1828
Write-Ins	19	12	11	13	8	10	8	10	5	4	13	6	6	10	1	4	10	158
<b>Register of Deeds</b>																		
Blanks	163	196	104	155	171	162	129	127	107	51	177	51	68	56	21	10	45	1831
Write-Ins	18	11	11	13	8	10	7	12	5	5	14	6	5	10	1	2	10	155

**Official Results September 4, 2018 State Primary**

PRECINCTS																		Total
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
<b>Libertarian</b>																		
<b>Senator in Congress</b>																		
Blanks	1	2	1	0	2	3	1	2	2	0	1	0	1	0	0	0	0	0
Write-Ins	0	2	1	1	0	2	1	0	3	0	0	0	1	1	1	0	0	0
<b>Governor</b>																		
Blanks	1	3	2	0	1	2	1	2	1	0	1	0	1	0	0	0	0	0
Write-Ins	0	1	0	1	1	3	1	0	4	0	0	0	1	1	1	0	0	0
<b>Lieutenant Governor</b>																		
Blanks	1	4	2	0	2	3	2	2	3	0	1	0	1	1	1	0	0	0
Write-Ins	0	0	0	1	0	2	0	0	2	0	0	0	1	0	1	0	0	0
<b>Attorney General</b>																		
Blanks	1	3	2	0	2	4	2	2	3	0	1	0	1	1	1	0	0	0
Write-Ins	0	1	0	1	0	1	0	0	2	0	0	0	1	0	1	0	0	0
<b>Secretary of State</b>																		
Blanks	1	3	2	0	1	3	2	2	4	0	1	0	2	1	1	0	0	0
Write-Ins	0	1	0	1	1	2	0	0	1	0	0	0	0	0	1	0	0	0
<b>Treasurer</b>																		
Blanks	1	4	2	0	2	4	2	2	4	0	1	0	1	1	1	0	0	0
Write-Ins	0	0	0	1	0	1	0	0	1	0	0	0	1	0	1	0	0	0
<b>Auditor</b>																		
Blanks	1	2	1	1	2	2	0	0	4	0	0	0	1	1	1	0	0	0
<b>Daniel Fishman</b>	0	2	1	0	0	3	2	2	0	0	1	0	1	0	1	0	0	0
Write-Ins	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0
<b>Rep. in Congress</b>																		
Blanks	1	2	2	0	2	4	2	2	3	0	1	0	2	0	0	0	0	0
Write-Ins	0	2	0	1	0	1	0	0	2	0	0	0	0	1	1	0	0	0
<b>Councillor</b>																		
Blanks	1	4	2	0	2	4	2	2	4	0	1	0	2	1	1	0	0	0
Write-Ins	0	0	0	1	0	1	0	0	1	0	0	0	0	0	1	0	0	0
<b>State Senator</b>																		
Blanks	1	4	2	0	2	4	2	2	4	0	1	0	2	1	1	0	0	0
Write-Ins	0	0	0	1	0	1	0	0	1	0	0	0	0	0	1	0	0	0

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# Official Results November 6, 2018 State Election

PRECINCTS																		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	Total
<b>Senator in Congress</b>																		
Blanks	15	38	20	35	27	30	21	17	12	26	5	10	8	10	5	1	10	317
<b>Elizabeth A. Warren</b>	<b>1253</b>	<b>1527</b>	<b>1133</b>	<b>1333</b>	<b>1171</b>	<b>1189</b>	<b>1124</b>	<b>820</b>	<b>641</b>	<b>1311</b>	<b>648</b>	<b>819</b>	<b>541</b>	<b>660</b>	<b>311</b>	<b>375</b>	<b>544</b>	<b>16568</b>
Geoff Diehl	645	699	448	595	581	585	482	306	190	629	245	286	153	190	93	40	182	6782
Shiva Ayyadurai	45	68	46	50	67	64	49	38	18	70	21	35	15	19	10	8	30	689
Write-Ins	5	2	2	2	1	4	3	2	4	0	1	1	2	1	1	2	0	34
<b>Governor and Lt. Governor</b>																		
Blanks	49	40	33	40	35	33	29	35	28	13	48	25	11	23	9	8	16	503
<b>Baker and Politto</b>	<b>1297</b>	<b>1576</b>	<b>1067</b>	<b>1307</b>	<b>1218</b>	<b>1291</b>	<b>1089</b>	<b>1013</b>	<b>471</b>	<b>1362</b>	<b>516</b>	<b>655</b>	<b>393</b>	<b>492</b>	<b>209</b>	<b>152</b>	<b>417</b>	<b>15214</b>
Gonzalez and Palfrey	607	710	545	666	593	544	563	613	462	376	624	374	313	363	200	264	331	8613
Write-Ins	10	8	4	2	1	4	4	1	4	1	3	5	2	2	2	2	2	60
<b>Attorney General</b>																		
Blanks	33	45	34	40	37	43	24	21	16	33	15	18	11	16	4	10	11	432
<b>Maura Healey</b>	<b>1424</b>	<b>1746</b>	<b>1297</b>	<b>1509</b>	<b>1360</b>	<b>1383</b>	<b>1284</b>	<b>903</b>	<b>694</b>	<b>1505</b>	<b>699</b>	<b>893</b>	<b>569</b>	<b>690</b>	<b>325</b>	<b>378</b>	<b>597</b>	<b>18553</b>
James R. McMahon, III	505	541	316	466	449	445	376	258	150	497	206	239	138	172	91	37	157	5385
Write-Ins	1	2	2	0	1	1	1	2	1	2	0	1	1	2	0	1	1	20
<b>Secretary of State</b>																		
Blanks	68	78	49	76	52	65	52	35	27	26	58	17	13	21	2	7	12	686
<b>William Francis Galvin</b>	<b>1441</b>	<b>1754</b>	<b>1298</b>	<b>1489</b>	<b>1335</b>	<b>1400</b>	<b>1284</b>	<b>912</b>	<b>666</b>	<b>1500</b>	<b>699</b>	<b>873</b>	<b>562</b>	<b>702</b>	<b>330</b>	<b>363</b>	<b>591</b>	<b>18465</b>
Anthony M. Amore	405	442	249	398	406	357	301	305	210	137	420	177	111	127	71	36	133	4479
Juan G. Sanchez, Jr.	49	59	52	52	53	47	46	54	33	31	58	26	32	29	17	20	30	743
Write-Ins	0	1	1	0	1	3	2	2	1	1	1	1	1	1	0	0	0	17
<b>Treasurer</b>																		
Blanks	92	112	72	93	84	85	70	54	35	31	89	32	25	30	5	8	22	980
<b>Deborah B. Goldberg</b>	<b>1346</b>	<b>1658</b>	<b>1241</b>	<b>1425</b>	<b>1282</b>	<b>1325</b>	<b>1215</b>	<b>1216</b>	<b>886</b>	<b>663</b>	<b>1417</b>	<b>660</b>	<b>538</b>	<b>680</b>	<b>320</b>	<b>373</b>	<b>572</b>	<b>17654</b>
Keiko M. Orrall	471	503	293	439	441	413	354	338	229	140	481	198	134	140	82	35	148	5054
Jamie M. Guerin	52	60	42	57	38	47	44	50	31	26	48	29	21	29	13	10	24	678
Write-Ins	2	1	1	1	2	2	2	4	2	1	2	1	1	1	0	0	0	24
<b>Auditor</b>																		
Blanks	111	137	86	115	91	103	81	72	50	42	104	44	31	34	6	10	23	1185
<b>Suzanne M. Bump</b>	<b>1218</b>	<b>1473</b>	<b>1113</b>	<b>1254</b>	<b>1135</b>	<b>1163</b>	<b>1117</b>	<b>1125</b>	<b>800</b>	<b>615</b>	<b>1279</b>	<b>613</b>	<b>489</b>	<b>625</b>	<b>304</b>	<b>366</b>	<b>543</b>	<b>15994</b>
Helen Brady	522	595	361	504	507	499	377	358	254	158	532	208	147	163	87	36	160	5721
Daniel Fishman	82	92	63	100	75	68	77	69	50	29	82	33	32	28	14	6	24	981
Edward J. Stamas	27	36	25	39	38	38	31	32	28	16	39	20	20	28	9	8	16	483
Write-Ins	3	1	1	3	1	1	2	6	1	1	1	2	0	2	0	0	0	26

# Official Results November 6, 2018 State Election

PRECINCTS																		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	Total
<b>Rep. in Congress</b>																		
Blanks	71	75	48	77	70	81	55	49	34	27	88	33	20	24	5	10	17	811
<b>Katherine M. Clark</b>	<b>1346</b>	<b>1654</b>	<b>1236</b>	<b>1421</b>	<b>1280</b>	<b>1293</b>	<b>1217</b>	<b>1241</b>	<b>892</b>	<b>663</b>	<b>1410</b>	<b>671</b>	<b>554</b>	<b>692</b>	<b>332</b>	<b>374</b>	<b>590</b>	<b>17741</b>
John Hugo	540	603	363	516	496	494	411	368	257	171	536	215	144	162	82	41	159	5806
Write-Ins	6	2	2	1	1	4	2	4	0	0	3	1	1	2	1	1	0	32
<b>Councillor</b>																		
Blanks	487	532	337	522	453	425	393	334	247	27	521	195	122	137	53	38	128	5174
<b>Robert L. Jubinville</b>	<b>1455</b>	<b>1767</b>	<b>1295</b>	<b>1468</b>	<b>1370</b>	<b>1414</b>	<b>1272</b>	<b>1302</b>	<b>921</b>	<b>663</b>	<b>1492</b>	<b>704</b>	<b>582</b>	<b>727</b>	<b>361</b>	<b>386</b>	<b>625</b>	<b>18706</b>
Write-Ins	21	35	17	25	24	33	20	26	15	171	24	21	15	16	6	2	13	510
<b>State Senator</b>																		
Blanks	404	466	270	409	390	368	317	268	210	110	417	168	104	119	54	29	113	4410
<b>Karen E. Spilka</b>	<b>1536</b>	<b>1839</b>	<b>1358</b>	<b>1580</b>	<b>1427</b>	<b>1470</b>	<b>1350</b>	<b>1372</b>	<b>954</b>	<b>741</b>	<b>1593</b>	<b>732</b>	<b>597</b>	<b>750</b>	<b>359</b>	<b>394</b>	<b>642</b>	<b>19628</b>
Write-Ins	23	29	21	26	30	34	18	22	19	10	27	20	18	11	7	3	11	352
<b>State Representative - 6th Middlesex</b>																		
Blanks	449	488		410	431	401	347		230	110	460	185		139				3650
<b>Maria D. Robinson</b>	<b>1488</b>	<b>1805</b>		<b>1579</b>	<b>1381</b>	<b>1437</b>	<b>1316</b>		<b>928</b>	<b>741</b>	<b>1552</b>	<b>717</b>		<b>726</b>				<b>13670</b>
Write-Ins	26	41		26	35	34	22		25	10	25	18		15				277
<b>State Representative - 7th Middlesex</b>																		
Blanks																		
<b>Jack Patrick Lewis</b>								286					212	112	54	32	125	821
Write-Ins								<b>1354</b>					<b>918</b>	<b>595</b>	<b>362</b>	<b>391</b>	<b>632</b>	<b>4252</b>
								22					21	12	4	3	9	71
<b>State Representative - 13th Middlesex</b>																		
Blanks																		320
<b>Carmine Lawrence Gentile</b>																		<b>1311</b>
Write-Ins																		18
<b>District Attorney</b>																		
Blanks	476	508	316	517	444	417	369	307	239	138	481	195	124	137	63	34	130	5110
<b>Marian T. Ryan</b>	<b>1469</b>	<b>1794</b>	<b>1316</b>	<b>1472</b>	<b>1380</b>	<b>1427</b>	<b>1297</b>	<b>1332</b>	<b>923</b>	<b>717</b>	<b>1534</b>	<b>711</b>	<b>582</b>	<b>728</b>	<b>352</b>	<b>389</b>	<b>626</b>	<b>18959</b>
Write-Ins	18	32	17	26	23	28	19	23	21	6	22	14	13	15	5	3	10	321

## Official Results November 6, 2018 State Election

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**A True Copy Attest: Lisa A. Ferguson, City Clerk**

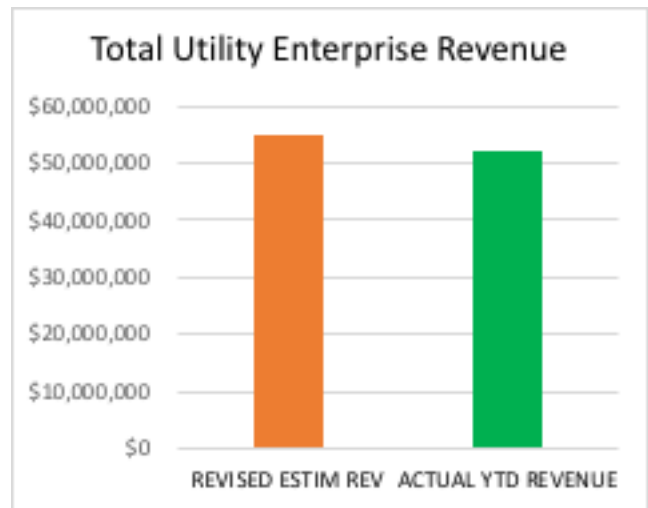
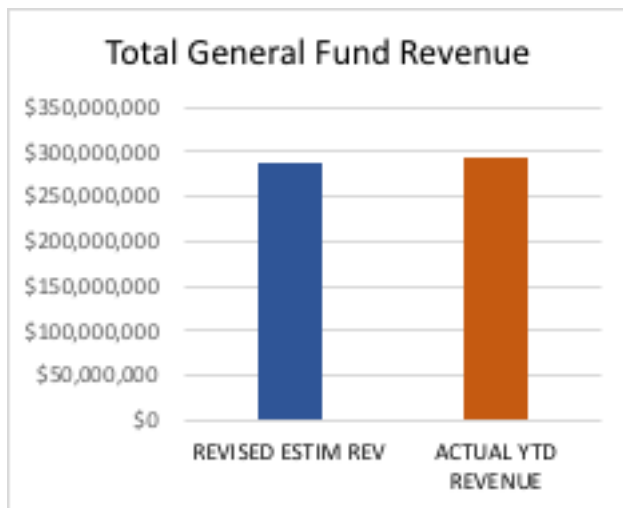


## FY2019 Revenue and Expenditure Reports

The reports that follow are two separate quarterly expenditure reports and two revenue reports through September 16, 2109. This is not the complete year-end, as revenue is allowed to be accrued through the end of September. School Department and City (which is everything other than School Department) reports are more condensed this year than the version from last year.

The School Department Quarterly School Budget Report is organized by the School “responsibility centers” or RCs. This report is organized to provide the School Department with an easy to read report that will assist the Administration in completing the School End-of-the-Year report for the state Department of Elementary and Secondary Education (DESE).

Three notes related to these reports: (1) Included in the available balance of the City Expenditure Report is the tax overlay account of \$2,073,491. The overlay amount must be subtracted from the available balance, as the account is a reserve for tax abatements files in FY’19 and will be carried over into future years. The available balance, or “turn back” in the General Fund is \$3.9 million at this point in time. (2) The School available balance is \$471,000.



## FY2019 Annual Report

## FY2019 Revenue Summary

Revenue Account Description	ORIGINAL ESTIM REV	ESTIM REV ADJ	REVISED ESTIM REV	ACTUAL YTD REVENUE	REMAINING REVENUE	% COLL
General Fund Year-to-Date Revenue						
Property Taxes	\$191,268,508	(\$44,170)	\$191,224,338	\$191,075,386	(\$148,952)	99.9
State Aid	\$60,535,084	\$888,446	\$61,423,530	\$61,530,479	\$106,949	100.2
Local Receipt Revenue						
Motor vehicle excise	\$8,690,400	(\$220,000)	\$8,470,400	\$8,607,797	\$137,397	101.6
Other excise	\$0	\$220,000	\$220,000	\$223,691	\$3,691	101.7
Penalty & Interest on taxes	\$1,415,701	\$0	\$1,415,701	\$970,439	(\$445,262)	68.5
Pay in lieu of TAX	\$992,333	(\$320,769)	\$671,564	\$694,814	\$23,250	103.5
Charges for Service	\$276,184	\$0	\$276,184	\$895,850	\$619,666	324.4
Other charges for service	\$142,600	\$0	\$142,600	\$160,375	\$17,775	112.5
Fees	\$489,316	\$0	\$489,316	\$791,517	\$302,201	161.8
Rentals	\$159,532	\$0	\$159,532	\$166,816	\$7,284	104.6
School Revenue	\$800,000	\$0	\$800,000	\$755,000	(\$45,000)	94.4
Library Revenue	\$0	\$30,000	\$30,000	\$36,650	\$6,650	122.2
Dept-Revenue-Recreation	\$535,062	\$0	\$535,062	\$456,045	(\$79,017)	85.2
Other departmental	\$76,204	\$0	\$76,204	\$114,898	\$38,694	150.8
Licenses and permits	\$3,605,015	\$0	\$3,605,015	\$6,921,130	\$3,316,115	192.0
Fines and forfeits	\$404,855	\$0	\$404,855	\$320,936	(\$83,919)	79.3
Investment income	\$61,778	\$0	\$61,778	\$647,460	\$585,682	1,048.0
Misc recurring	\$162,824	\$145,534	\$308,358	\$305,923	(\$2,435)	99.2
Misc non-recurring	\$69,430	\$54,310	\$123,740	\$1,115,229	\$991,489	901.3
State Revenue	\$0	\$139,156	\$139,156	\$878,862	\$739,706	631.6
Other Financing Sources	\$0	\$0	\$0	\$5	4.6	100.0
Federal Revenue	\$329,000	(\$329,000)	\$0	\$146,247	\$146,247	100.0
Meals Tax	\$1,411,255	\$0	\$1,411,255	\$1,527,407	\$116,152	108.2
Rooms Tax	\$1,490,725	\$0	\$1,490,725	\$1,475,090	(\$15,635)	99.0
Medicare Reimbursmnt	\$2,100,000	\$0	\$2,100,000	\$1,517,959	(\$582,041)	72.3
Local Receipts Total	\$23,212,214	(\$280,769)	\$22,931,445	\$28,730,141	\$5,798,696	125.3
UNDEFINED	\$0	\$148,000	\$148,000	\$0	(\$148,000)	0.0
Misc non-recurring	\$0	\$4,119	\$4,119	\$4,119	(\$0)	100.0
Other Financing Sou	\$6,676,901	\$1,354,591	\$8,031,492	\$7,512,311	(\$519,181)	93.5
Other Financing Sources	\$6,676,901	\$1,506,710	\$8,183,611	\$7,516,430	(\$667,181)	91.8

## FY2019 Annual Report

## FY2019 Revenue Summary

Revenue Account Description	ORIGINAL ESTIM REV	ESTIM REV ADJ	REVISED ESTIM REV	ACTUAL YTD REVENUE	REMAINING REVENUE	% COLL
Other Financing Sources	\$3,322,561	\$0	\$3,322,561	\$3,322,561	\$0	
Indirect Costs (Enterprise Fund)	\$3,322,561	\$0	\$3,322,561	\$3,322,561	\$0	100.0
<b>Total General Fund</b>	<b>\$285,015,268</b>	<b>\$2,070,217</b>	<b>\$287,085,485</b>	<b>\$292,174,998</b>	<b>\$5,089,513</b>	<b>101.8%</b>
Water Department Year-to-Date Revenue						
Penalty & Interest on taxes	\$85,900	\$0	\$85,900	\$127,839	\$41,939	148.8
Investment income	\$10,000	\$0	\$10,000	\$11,156	\$1,156	111.6
Misc non-recurring	\$0	\$0	\$0	\$2,319	\$2,319	100.0
Property Taxes	\$0	\$0	\$0	\$18,260	\$18,260	100.0
Water Sewer Rate Revenue	\$21,584,909	\$0	\$21,584,909	\$20,507,199	<b>(\$1,077,710)</b>	95.0
Total Water Local Receipts	\$21,680,809	\$0	\$21,680,809	\$20,666,772	<b>(\$1,014,037)</b>	95.3
Other Financing Sou	\$1,275,000	\$350,000	\$1,625,000	\$1,625,580	\$580	100.0
Other Financing Sources	\$1,275,000	\$350,000	\$1,625,000	\$1,625,580	\$580	100.0
<b>Total Water Department Revenue</b>	<b>\$22,955,809</b>	<b>\$350,000</b>	<b>\$23,305,809</b>	<b>\$22,292,352</b>	<b>(\$1,013,457)</b>	<b>95.7</b>
Sewer Department Year-to-Date Revenue						
State Aid	\$0	\$0	\$0	\$610	\$610	100.0
Penalty & Interest on taxes	\$143,988	\$0	\$143,988	\$175,596	\$31,608	122.0
Other departmental	\$726	\$0	\$726	\$203	<b>(\$523)</b>	28.0
Investment income	\$254	\$0	\$254	\$3,874	\$3,620	1,525.3
Misc recurring	\$94,000	\$0	\$94,000	\$94,047	\$47	100.1
Misc non-recurring	\$20,000	\$0	\$20,000	\$51,291	\$31,291	256.5
Property Taxes	\$0	\$0	\$0	\$39,201	\$39,201	100.0
Water Sewer Rate Revenue	\$28,836,868	\$0	\$28,836,868	\$27,086,247	<b>(\$1,750,621)</b>	93.9
Total Sewer Local Receipts	\$29,095,836	\$0	\$29,095,836	\$27,450,459	<b>(\$1,645,377)</b>	94.3
Other Financing Sou	\$1,450,000	\$875,000	\$2,325,000	\$2,325,000	\$0	100.0
Other Financing Sources	\$1,450,000	\$875,000	\$2,325,000	\$2,325,000	\$0	100.0
<b>Total Sewer Enterprise Revenue</b>	<b>\$30,545,836</b>	<b>\$875,000</b>	<b>\$31,420,836</b>	<b>\$29,775,459</b>	<b>(\$1,644,767)</b>	<b>94.8</b>
<b>Total Utility Enterprise Revenue</b>	<b>\$53,501,645</b>	<b>\$1,225,000</b>	<b>\$54,726,645</b>	<b>\$52,067,811</b>	<b>(\$2,658,224)</b>	<b>95.1</b>
<b>Total, General &amp; Enterprise Fund</b>	<b>\$338,516,913</b>	<b>\$3,295,217</b>	<b>\$341,812,130</b>	<b>\$344,242,808</b>	<b>\$2,431,288</b>	<b>100.7</b>

**FRAMINGHAM PUBLIC SCHOOLS**  
**FISCAL YEAR 2019**  
**QUARTERLY SCHOOL BUDGET**

Department Description	FY 2019 Adopted	FY 2019 Revised	FY 2019 Q1 Actual	FY 2019 Q2 Actual	FY 2019 Q3 Actual	FY 2019 Q4 Actual	FY 2019 Actual	FY 2019 Encumb	FY 2019 Balance	FY 2019 % Spent
Personnel	580,691	510,177	105,913	134,920	115,660	153,685	510,177	-	-	100.0 %
Operating	46,500	46,500	18,860	19,055	4,251	2,401	44,568	-	1,932	95.8 %
Superintendent (960)	627,191	556,677	124,772	153,975	119,911	156,086	554,745	-	1,932	99.7 %
Personnel	374,022	374,022	90,815	54,262	49,187	77,945	272,209	-	101,813	72.8 %
Operating	31,000	40,990	1,529	3,717	14,009	47,768	67,023	-	(26,033)	163.5 %
Assistant Superintendent (961)	405,022	415,012	92,345	57,979	63,196	125,713	339,232	-	75,780	81.7 %
Personnel	591,593	687,193	125,380	160,382	156,448	191,784	633,994	-	53,199	92.3 %
Operating	434,613	434,613	171,806	99,818	121,107	100,065	492,796	-	(58,183)	113.4 %
Business Administration Dept (970)	1,026,206	1,121,806	297,186	260,201	277,555	291,848	1,126,790	-	(4,984)	100.4 %
Personnel	2,570,183	2,598,039	240,265	639,223	644,782	982,153	2,506,423	-	91,616	96.5 %
Operating	156,724	146,777	18,300	49,778	5,902	62,398	136,378	-	10,398	92.9 %
Human Resources Department (965)	2,726,907	2,744,816	258,565	689,001	650,684	1,044,551	2,642,801	-	102,015	96.3 %
Personnel	93,050	93,050	19,554	25,165	21,561	26,808	93,089	-	(39)	100.0 %
Operating	3,800	3,800	-	226	1,386	2,136	3,747	-	53	98.6 %
Grants Development (968)	96,850	96,850	19,554	25,391	22,947	28,944	96,835	-	15	100.0 %
Personnel	-	-	-	-	-	-	-	-	-	- %
Operating	370,000	370,000	43,050	64,575	64,575	86,100	258,300	-	111,700	69.8 %
Media Services-School (979)	370,000	370,000	43,050	64,575	64,575	86,100	258,300	-	111,700	69.8 %
Personnel	-	-	-	-	-	-	-	-	-	- %
Operating	-	-	-	-	-	-	-	-	-	- %
Safety & Security (976)	-	-	-	-	-	-	-	-	-	- %
Personnel	-	-	-	-	-	-	-	-	-	- %
Operating	-	-	-	-	-	-	-	-	-	- %
Communications (978)	-	-	-	-	-	-	-	-	-	- %
<b>Total ADMINISTRATION</b>	<b>5,252,176</b>	<b>5,305,161</b>	<b>835,472</b>	<b>1,251,121</b>	<b>1,198,867</b>	<b>1,733,243</b>	<b>5,018,703</b>	<b>-</b>	<b>286,458</b>	<b>94.6 %</b>

**FRAMINGHAM PUBLIC SCHOOLS**  
**FISCAL YEAR 2019**  
**QUARTERLY SCHOOL BUDGET**

Department Description	FY 2019 Adopted	FY 2019 Revised	FY 2019 Q1 Actual	FY 2019 Q2 Actual	FY 2019 Q3 Actual	FY 2019 Q4 Actual	FY 2019 Actual	FY 2019 Encumb	FY 2019 Balance	FY 2019 % Spent
Personnel	52,257	52,257	68,990	(16,733)	-	-	52,257	-	-	100.0 %
Educational Operations (967)	52,257	52,257	68,990	(16,733)	-	-	52,257	-	-	100.0 %
Personnel	900,323	879,992	124,728	218,141	193,808	258,935	795,613	-	84,379	90.4 %
Operating	979,568	974,508	118,004	475,660	83,613	217,176	894,453	-	80,055	91.8 %
Curriculum Services (963)	1,879,891	1,854,500	242,732	693,801	277,422	476,111	1,690,066	-	164,434	91.1 %
Personnel	780,933	853,384	132,084	233,271	192,958	290,120	848,433	-	4,951	99.4 %
Operating	95,800	95,800	26,901	47,800	4,396	11,421	90,518	-	5,282	94.5 %
Bilingual Education (962)	876,733	949,184	158,986	281,071	197,354	301,541	938,951	-	10,233	98.9 %
Personnel	121,612	121,612	25,154	31,752	28,924	35,172	121,002	-	610	99.5 %
Adult ESL (989)	121,612	121,612	25,154	31,752	28,924	35,172	121,002	-	610	99.5 %
Personnel	427,912	422,412	45,760	137,072	125,747	122,724	431,303	-	(8,891)	102.1 %
Operating	127,064	135,904	17,098	58,854	33,379	38,840	148,171	-	(12,267)	109.0 %
Fine Arts Dept (997)	554,976	558,316	62,858	195,926	159,126	161,564	579,474	-	(21,158)	103.8 %
Personnel	5,500	7,500	5,803	(3,899)	1,269	4,327	7,500	-	-	100.0 %
Operating	7,649	7,649	-	887	2,408	1,838	5,133	-	2,516	67.1 %
Gifted & Talented (994)	13,149	15,149	5,803	(3,012)	3,677	6,165	12,633	-	2,516	83.4 %
<b>Total EDUCATION</b>	<b>3,498,618</b>	<b>3,551,018</b>	<b>564,522</b>	<b>1,182,804</b>	<b>666,503</b>	<b>980,553</b>	<b>3,394,382</b>	<b>-</b>	<b>156,636</b>	<b>95.6 %</b>

**FRAMINGHAM PUBLIC SCHOOLS**  
**FISCAL YEAR 2019**  
**QUARTERLY SCHOOL BUDGET**

Department Description	FY 2019 Adopted	FY 2019 Revised	FY 2019 Q1 Actual	FY 2019 Q2 Actual	FY 2019 Q3 Actual	FY 2019 Q4 Actual	FY 2019 Actual	FY 2019 Encumb	FY 2019 Balance	FY 2019 % Spent
Personnel	2,162,567	2,216,339	690,630	404,698	365,681	564,653	2,025,563	-	190,776	91.4 %
Operating	3,914,712	1,902,168	799,207	757,024	131,087	1,274,850	2,962,168	612	(1,060,612)	155.8 %
Special Education Department (980)	6,077,279	4,118,507	1,489,737	1,161,722	496,768	1,839,503	4,987,730	612	(869,835)	121.1 %
Personnel	148,000	148,000	5,892	35,891	39,467	45,874	127,124	-	20,876	85.9 %
Operating	658,000	658,000	135,142	143,530	163,119	280,639	722,430	-	(64,430)	109.8 %
SPED Services (982)	806,000	806,000	141,035	179,421	202,586	326,513	849,554	-	(43,554)	105.4 %
Operating	29,750	34,810	6,111	20,818	3,668	2,179	32,776	-	2,034	94.2 %
Psychology Services (991)	29,750	34,810	6,111	20,818	3,668	2,179	32,776	-	2,034	94.2 %
Personnel	50,000	50,000	5,633	12,943	14,828	16,286	49,688	-	312	99.4 %
Operating	12,255,634	12,769,801	1,462,099	3,974,573	3,338,243	3,978,279	12,753,194	-	16,607	99.9 %
Tuition-Out District Placement (981)	12,305,634	12,819,801	1,467,732	3,987,515	3,353,070	3,994,565	12,802,882	-	16,919	98.9 %
Operating	281,207	293,751	21,121	123,974	99,937	25,319	270,351	-	23,400	92.0 %
Occupational Education (983)	281,207	293,751	21,121	123,974	99,937	25,319	270,351	-	23,400	92.0 %
<b>Total SPED</b>	<b>19,499,870</b>	<b>18,072,869</b>	<b>3,125,735</b>	<b>5,473,450</b>	<b>4,156,030</b>	<b>6,188,079</b>	<b>18,943,293</b>	<b>612</b>	<b>(871,036)</b>	<b>104.8 %</b>

**FRAMINGHAM PUBLIC SCHOOLS  
FISCAL YEAR 2019  
QUARTERLY SCHOOL BUDGET**

Department Description	FY 2019 Adopted	FY 2019 Revised	FY 2019 Q1 Actual	FY 2019 Q2 Actual	FY 2019 Q3 Actual	FY 2019 Q4 Actual	FY 2019 Actual	FY 2019 Encumb	FY 2019 Balance	FY 2019 % Spent
Personnel	364,401	364,401	87,656	102,200	77,615	103,564	371,035	-	(6,634)	101.8 %
Operating	5,557,024	5,557,024	36,904	1,776,997	1,566,399	2,775,388	6,155,689	-	(598,665)	110.8 %
Transportation Department (973)	5,921,425	5,921,425	124,560	1,879,198	1,644,014	2,878,952	6,526,723	-	(605,298)	110.2 %
<b>Total TRANSPORTATION</b>	<b>5,921,425</b>	<b>5,921,425</b>	<b>124,560</b>	<b>1,879,198</b>	<b>1,644,014</b>	<b>2,878,952</b>	<b>6,526,723</b>	<b>-</b>	<b>(605,298)</b>	<b>110.2 %</b>

**FRAMINGHAM PUBLIC SCHOOLS  
FISCAL YEAR 2019  
QUARTERLY SCHOOL BUDGET**

Department Description	FY 2019 Adopted	FY 2019 Revised	FY 2019 Q1 Actual	FY 2019 Q2 Actual	FY 2019 Q3 Actual	FY 2019 Q4 Actual	FY 2019 Actual	FY 2019 Encumb	FY 2019 Balance	FY 2019 % Spent
Personnel	1,223,281	1,223,281	243,939	314,995	285,795	352,253	1,196,982	-	26,299	97.9 %
Operating	1,238,320	1,238,320	553,058	227,818	203,517	204,866	1,189,259	371	48,690	96.1 %
Technology Department (974)	2,461,601	2,461,601	796,997	542,813	489,312	557,119	2,386,241	371	74,989	97.0 %
Operating	-	-	-	-	-	-	-	-	-	- %
Library/Media (977)	-	-	-	-	-	-	-	-	-	- %
<b>Total TECHNOLOGY SERVICES</b>	<b>2,461,601</b>	<b>2,461,601</b>	<b>796,997</b>	<b>542,813</b>	<b>489,312</b>	<b>557,119</b>	<b>2,386,241</b>	<b>371</b>	<b>74,989</b>	<b>97.0 %</b>

**FRAMINGHAM PUBLIC SCHOOLS  
FISCAL YEAR 2019  
QUARTERLY SCHOOL BUDGET**

Department Description	FY 2019 Adopted	FY 2019 Revised	FY 2019 Q1 Actual	FY 2019 Q2 Actual	FY 2019 Q3 Actual	FY 2019 Q4 Actual	FY 2019 Actual	FY 2019 Encumb	FY 2019 Balance	FY 2019 % Spent
Personnel	4,559,344	4,559,344	1,042,180	1,125,919	1,110,423	1,420,768	4,699,289	-	(139,945)	103.1 %
Operating	4,201,729	4,205,593	611,822	1,070,004	1,138,102	1,235,827	4,055,755	34,601	115,237	97.3 %
Building & Grounds Department (971)	8,761,073	8,764,937	1,654,002	2,195,923	2,248,524	2,656,595	8,755,044	34,601	(24,708)	100.3 %
<b>Total BUILDINGS &amp; GROUNDS</b>	<b>8,761,073</b>	<b>8,764,937</b>	<b>1,654,002</b>	<b>2,195,923</b>	<b>2,248,524</b>	<b>2,656,595</b>	<b>8,755,044</b>	<b>34,601</b>	<b>(24,708)</b>	<b>100.3 %</b>

FRAMINGHAM PUBLIC SCHOOLS  
FISCAL YEAR 2019  
QUARTERLY SCHOOL BUDGET

Department Description	FY 2019 Adopted	FY 2019 Revised	FY 2019 Q1 Actual	FY 2019 Q2 Actual	FY 2019 Q3 Actual	FY 2019 Q4 Actual	FY 2019 Actual	FY 2019 Encumb	FY 2019 Balance	FY 2019 % Spent
Personnel	108,500	108,500	24,567	28,029	25,721	29,183	107,499	-	1,001	99.1 %
Operating	294,675	294,675	70,258	63,139	87,764	81,359	302,520	-	(7,845)	102.7 %
School Committee (966)	403,175	403,175	94,826	91,167	113,485	110,542	410,019	-	(6,844)	101.7 %
Operating	-	-	-	-	-	81,466	81,466	-	(81,466)	- %
School Food Services (972)	-	-	-	-	-	81,466	81,466	-	(81,466)	- %
Operating	560,025	571,027	180,541	110,773	177,556	104,320	573,190	-	(2,163)	100.4 %
Copier & Printers (975)	560,025	571,027	180,541	110,773	177,556	104,320	573,190	-	(2,163)	100.4 %
Personnel	637,748	637,748	50,545	253,005	141,559	189,687	634,796	-	2,952	99.5 %
Operating	425,033	425,033	62,279	143,784	161,022	73,002	440,087	-	(15,054)	103.5 %
Athletics Department (993)	1,062,781	1,062,781	112,824	396,789	302,581	262,689	1,074,882	-	(12,101)	101.1 %
Personnel	610,855	678,744	100,255	219,378	199,067	275,602	794,302	-	(115,558)	117.0 %
Operating	63,164	82,268	46,827	15,577	11,772	43,459	117,634	-	(35,366)	143.0 %
Health Services (964)	674,019	761,012	147,082	234,955	210,839	319,060	911,936	-	(150,924)	119.8 %
Personnel	311,145	452,198	66,934	98,406	142,659	140,028	448,026	-	4,172	99.1 %
Operating	182,800	186,428	4,610	45,603	41,795	58,715	150,724	2,500	33,204	82.2 %
Community Resource (986)	493,945	638,626	71,544	144,009	184,454	198,743	598,750	2,500	37,376	94.1 %
Personnel	464,070	385,876	85,676	94,560	93,181	112,093	385,510	-	366	99.9 %
Operating	49,950	30,901	22,739	2,175	3,556	761	29,231	-	1,670	94.6 %
Parent Information Center (995)	514,020	416,777	108,415	96,736	96,737	112,853	414,741	-	2,036	99.5 %
Personnel	-	16,500	-	-	9,519	6,981	16,500	-	-	100.0 %
Operating	34,930	34,930	1,500	23,707	5,462	1,522	32,190	-	2,740	92.2 %
Physical Education (992)	34,930	51,430	1,500	23,707	14,981	8,502	48,690	-	2,740	94.7 %
Personnel	500,000	-	-	-	-	-	-	-	-	- %
Operating	30,000	(5)	-	-	-	-	-	-	(5)	- %
Undistributed School Costs (999)	530,000	(5)	-	-	-	-	-	-	(5)	- %
Total GENERAL SCHOOL	4,272,895	3,904,823	716,731	1,098,134	1,100,633	1,198,175	4,113,674	2,500	(211,351)	105.4 %

**FRAMINGHAM PUBLIC SCHOOLS  
FISCAL YEAR 2019  
QUARTERLY SCHOOL BUDGET**

Department Description	FY 2019 Adopted	FY 2019 Revised	FY 2019 Q1 Actual	FY 2019 Q2 Actual	FY 2019 Q3 Actual	FY 2019 Q4 Actual	FY 2019 Actual	FY 2019 Encumb	FY 2019 Balance	FY 2019 % Spent
Personnel	18,046,346	18,272,463	1,594,486	4,881,113	4,167,557	7,006,832	17,649,988	-	622,475	96.6 %
Operating	286,005	277,003	41,048	50,070	69,524	80,961	241,602	-	35,401	87.2 %
Framingham High School (910)	18,332,351	18,549,466	1,635,534	4,931,183	4,237,080	7,087,793	17,891,591	-	657,875	96.5 %
Personnel	724,194	699,976	55,608	193,908	174,218	306,293	730,028	-	(30,052)	104.3 %
Operating	5,300	5,300	246	1,733	770	790	3,539	-	1,761	66.8 %
Alternative HS Thayer Campus (911)	729,494	705,276	55,854	195,641	174,988	307,083	733,566	-	(28,290)	104.0 %
<b>Total HIGH SCHOOLS</b>	<b>19,061,845</b>	<b>19,254,742</b>	<b>1,691,389</b>	<b>5,126,824</b>	<b>4,412,069</b>	<b>7,394,875</b>	<b>18,625,157</b>	<b>-</b>	<b>629,585</b>	<b>96.7 %</b>

**FRAMINGHAM PUBLIC SCHOOLS**  
**FISCAL YEAR 2019**  
**QUARTERLY SCHOOL BUDGET**

Department Description	FY 2019 Adopted	FY 2019 Revised	FY 2019 Q1 Actual	FY 2019 Q2 Actual	FY 2019 Q3 Actual	FY 2019 Q4 Actual	FY 2019 Actual	FY 2019 Encumb	FY 2019 Balance	FY 2019 % Spent
Personnel	6,043,456	6,179,796	509,619	1,638,516	1,427,257	2,421,886	5,997,277	-	182,519	97.0 %
Operating	24,127	26,127	2,502	6,524	5,452	8,996	23,474	-	2,653	89.8 %
Cameron Middle School (920)	6,067,583	6,205,923	512,122	1,645,040	1,432,708	2,430,882	6,020,751	-	185,172	97.0 %
Personnel	6,104,711	6,085,374	519,297	1,639,975	1,459,450	2,430,494	6,049,216	-	36,158	99.4 %
Operating	22,869	25,269	9,472	5,899	4,121	2,044	21,535	-	3,734	85.2 %
Fuller Middle School (921)	6,127,580	6,110,643	528,769	1,645,873	1,463,571	2,432,537	6,070,751	-	39,892	99.3 %
Personnel	8,083,696	8,272,081	708,981	2,204,415	1,914,784	3,281,490	8,109,671	-	162,410	98.0 %
Operating	29,986	31,786	3,024	6,735	19,013	221	28,994	-	2,792	91.2 %
Walsh Middle School (922)	8,113,682	8,303,867	712,005	2,211,151	1,933,797	3,281,711	8,138,664	-	165,203	98.0 %
<b>Total MIDDLE SCHOOLS</b>	<b>20,308,845</b>	<b>20,620,433</b>	<b>1,752,896</b>	<b>5,502,064</b>	<b>4,830,076</b>	<b>8,145,130</b>	<b>20,230,166</b>	<b>-</b>	<b>390,267</b>	<b>98.1 %</b>

**FRAMINGHAM PUBLIC SCHOOLS  
FISCAL YEAR 2019  
QUARTERLY SCHOOL BUDGET**

Department Description	FY 2019 Adopted	FY 2019 Revised	FY 2019 Q1 Actual	FY 2019 Q2 Actual	FY 2019 Q3 Actual	FY 2019 Q4 Actual	FY 2019 Actual	FY 2019 Encumb	FY 2019 Balance	FY 2019 % Spent
Personnel	5,910,865	5,892,672	495,507	1,640,696	1,450,490	2,335,048	5,921,741	-	(29,069)	100.5 %
Operating	35,350	35,350	13,851	10,371	4,604	2,966	31,792	-	3,558	89.9 %
Barbieri Elementary School (930)	5,946,215	5,928,022	509,358	1,651,068	1,455,094	2,338,014	5,953,533	-	(25,511)	100.4 %
Personnel	4,383,236	4,547,968	382,587	1,285,529	1,066,525	1,816,969	4,551,610	-	(3,642)	100.1 %
Operating	26,100	26,100	1,433	11,562	6,737	3,774	23,506	-	2,594	90.1 %
Brophy Elementary School (931)	4,409,336	4,574,068	384,020	1,297,091	1,073,262	1,820,742	4,575,116	-	(1,048)	100.0 %
Personnel	4,650,639	4,888,707	399,400	1,333,471	1,127,105	1,871,012	4,730,989	-	157,718	96.8 %
Operating	22,059	24,059	8,651	9,101	3,210	1,426	22,387	-	1,672	93.1 %
Dunning Elementary School (932)	4,672,698	4,912,766	408,051	1,342,572	1,130,315	1,872,438	4,753,376	-	159,390	96.8 %
Personnel	4,671,507	4,699,004	398,661	1,339,671	1,155,498	1,914,760	4,808,591	-	(109,587)	102.3 %
Operating	26,817	27,348	12,282	3,938	3,865	2,450	22,535	-	4,813	82.4 %
Hemenway Elementary School (933)	4,698,324	4,726,352	410,943	1,343,609	1,159,363	1,917,210	4,831,126	-	(104,774)	102.2 %
Personnel	2,752,910	2,782,843	253,881	839,133	710,748	1,203,509	3,007,271	-	(224,428)	108.1 %
Operating	19,300	21,300	7,817	4,436	1,387	522	14,162	-	7,138	66.5 %
King Elementary School (935)	2,772,210	2,804,143	261,698	843,569	712,136	1,204,031	3,021,433	-	(217,290)	107.7 %
Personnel	5,821,510	6,021,912	470,016	1,576,275	1,358,567	2,258,288	5,663,145	-	358,767	94.0 %
Operating	28,700	28,700	2,612	17,616	4,559	220	25,007	-	3,693	87.1 %
McCarthy Elementary School (936)	5,850,210	6,050,612	472,627	1,593,891	1,363,126	2,258,508	5,688,151	-	362,461	94.0 %
Personnel	4,016,391	4,068,078	351,462	1,087,335	949,174	1,674,957	4,062,928	-	5,150	99.9 %
Operating	27,400	27,400	8,796	7,585	3,346	2,433	22,160	-	5,240	80.9 %
Potter Road Elementary School (937)	4,043,791	4,095,478	360,258	1,094,921	952,520	1,677,389	4,085,088	-	10,390	99.7 %
Personnel	4,178,000	4,379,946	346,887	1,177,384	1,010,595	1,691,745	4,226,611	-	153,335	96.5 %
Operating	25,650	27,650	3,331	8,749	3,533	5,393	21,006	-	6,644	76.0 %
Stapleton Elementary School (938)	4,203,650	4,407,596	350,219	1,186,133	1,014,128	1,697,138	4,247,618	-	159,978	96.4 %
Personnel	5,094,590	5,099,750	382,554	1,337,458	1,146,262	1,870,963	4,737,237	-	362,513	92.9 %
Operating	79,471	81,382	16,205	13,026	8,843	22,826	60,900	-	20,482	74.8 %
W. Wilson Elementary School (939)	5,174,061	5,181,132	398,759	1,350,484	1,155,105	1,893,789	4,798,137	-	382,995	92.6 %
Personnel	-	-	-	-	-	-	-	-	-	- %
Early Education (944)	-	-	-	-	-	-	-	-	-	- %
Personnel	2,209,106	2,484,733	208,042	719,358	621,681	1,016,214	2,565,295	-	(80,562)	103.2 %
Preschool/BLOCKS (945)	2,209,106	2,484,733	208,042	719,358	621,681	1,016,214	2,565,295	-	(80,562)	103.2 %
<b>Total ELEMENTARY &amp; PRE-K SCHOOLS</b>	<b>43,979,601</b>	<b>45,164,902</b>	<b>3,763,975</b>	<b>12,422,695</b>	<b>10,636,730</b>	<b>17,695,473</b>	<b>44,518,873</b>	<b>-</b>	<b>646,029</b>	<b>98.6 %</b>

**FRAMINGHAM PUBLIC SCHOOLS  
FISCAL YEAR 2019  
QUARTERLY SCHOOL BUDGET**

Department Description	FY 2019 Adopted	FY 2019 Revised	FY 2019 Q1 Actual	FY 2019 Q2 Actual	FY 2019 Q3 Actual	FY 2019 Q4 Actual	FY 2019 Actual	FY 2019 Encumb	FY 2019 Balance	FY 2019 % Spent
Personnel	100,329,144	101,815,872	10,465,241	27,197,819	23,775,768	38,501,080	99,939,908	-	1,875,964	98.2 %
Operating	32,688,805	31,206,039	4,561,036	9,477,208	7,606,990	10,927,115	32,572,349	38,084	(1,404,394)	104.5 %
GRAND TOTAL	133,017,949	133,021,911	15,026,278	36,675,027	31,382,758	49,428,195	132,512,257	38,084	471,570	99.6 %

**PERSONNEL & OPERATING TOTALS**

**CITY OF FRAMINGHAM  
FISCAL YEAR 2019  
QUARTERLY CITY BUDGET**

**GENERAL GOVERNMENT DIVISION**

Description	FY 2019 Adopted	FY 2019 Revised	FY 2019 Q1 Actual	FY 2019 Q2 Actual	FY 2019 Q3 Actual	FY 2019 Q4 Actual	FY 2019 Actual	FY 2019 Encumb	FY 2019 Balance	FY 2019 % Spent
Personnel	777,269	747,269	154,691	174,045	176,497	204,548	709,781	-	37,488	95.0 %
Operating	106,100	126,100	1,027	7,385	30,045	87,800	126,184	510	(595)	100.5 %
<b>Mayor (122)</b>	<b>883,369</b>	<b>873,369</b>	<b>155,718</b>	<b>181,430</b>	<b>206,542</b>	<b>292,348</b>	<b>835,965</b>	<b>510</b>	<b>36,894</b>	<b>95.8 %</b>
Personnel	166,784	137,940	27,712	30,542	30,708	33,234	122,196	-	15,744	88.6 %
Operating	132,900	132,900	428	679	2,546	84,383	88,035	2,224	42,641	67.9 %
<b>City Council (111)</b>	<b>299,684</b>	<b>270,840</b>	<b>28,140</b>	<b>31,221</b>	<b>33,254</b>	<b>117,617</b>	<b>210,232</b>	<b>2,224</b>	<b>58,384</b>	<b>78.4 %</b>
Personnel	305,187	300,187	56,187	62,893	72,337	76,637	268,055	-	32,132	89.3 %
Operating	18,585	18,585	4,023	2,118	9,756	2,139	18,035	-	550	97.0 %
<b>City Clerk (161)</b>	<b>323,772</b>	<b>318,772</b>	<b>60,210</b>	<b>65,011</b>	<b>82,093</b>	<b>78,776</b>	<b>286,090</b>	-	<b>32,682</b>	<b>89.7 %</b>
Operating	750,000	750,000	118,779	202,057	196,271	232,892	750,000	-	-	100.0 %
<b>Legal (151)</b>	<b>750,000</b>	<b>750,000</b>	<b>118,779</b>	<b>202,057</b>	<b>196,271</b>	<b>232,892</b>	<b>750,000</b>	-	-	<b>100.0 %</b>
Personnel	1,164,573	1,110,939	215,662	266,519	263,917	285,630	1,031,728	41	79,170	92.9 %
Operating	1,438,759	1,413,759	206,317	265,262	232,290	399,155	1,103,023	53,648	257,087	81.8 %
<b>Facilities Management (192)</b>	<b>2,603,332</b>	<b>2,524,698</b>	<b>421,979</b>	<b>531,781</b>	<b>496,207</b>	<b>684,784</b>	<b>2,134,752</b>	<b>53,689</b>	<b>336,257</b>	<b>86.7 %</b>
Personnel	62,269	62,269	14,532	15,157	14,252	15,511	59,452	-	2,817	95.5 %
Operating	171,590	171,590	37,025	90,395	18,175	12,970	158,565	-	13,025	92.4 %
<b>Elections (162)</b>	<b>233,859</b>	<b>233,859</b>	<b>51,557</b>	<b>105,552</b>	<b>32,427</b>	<b>28,481</b>	<b>218,018</b>	-	<b>15,841</b>	<b>93.2 %</b>
<b>TOTAL GENERAL GOVERNMENT DIVISION</b>	<b>5,094,016</b>	<b>4,971,538</b>	<b>836,383</b>	<b>1,117,052</b>	<b>1,046,794</b>	<b>1,434,899</b>	<b>4,435,056</b>	<b>56,423</b>	<b>480,058</b>	<b>90.3 %</b>

**CITY OF FRAMINGHAM  
FISCAL YEAR 2019  
QUARTERLY CITY BUDGET**

**FINANCE DIVISION**

Description	FY 2019 Adopted	FY 2019 Revised	FY 2019 Q1 Actual	FY 2019 Q2 Actual	FY 2019 Q3 Actual	FY 2019 Q4 Actual	FY 2019 Actual	FY 2019 Encumb	FY 2019 Balance	FY 2019 % Spent
Personnel	341,038	341,038	76,464	85,200	83,961	95,413	341,038	-	-	100.0 %
Operating	29,045	626,704	1,172	2,243	10,357	569,700	583,472	60	43,172	93.1 %
<b>Chief Financial Officer (133)</b>	<b>370,083</b>	<b>967,742</b>	<b>77,636</b>	<b>87,443</b>	<b>94,318</b>	<b>665,113</b>	<b>924,510</b>	<b>60</b>	<b>43,172</b>	<b>95.5 %</b>
Personnel	596,814	596,814	136,280	147,660	147,602	160,117	591,660	-	5,154	99.1 %
Operating	21,595	21,595	971	1,572	4,413	2,474	9,429	-	12,166	43.7 %
<b>Accounting (135)</b>	<b>618,409</b>	<b>618,409</b>	<b>137,251</b>	<b>149,232</b>	<b>152,015</b>	<b>162,591</b>	<b>601,089</b>	-	<b>17,320</b>	<b>97.2 %</b>
Personnel	95,542	95,542	20,995	23,202	21,936	26,586	92,719	-	2,823	97.0 %
Operating	103,525	103,525	30,252	14,326	19,123	29,494	92,903	4,700	5,922	94.3 %
<b>Purchasing (138)</b>	<b>199,067</b>	<b>199,067</b>	<b>51,247</b>	<b>37,528</b>	<b>41,058</b>	<b>56,080</b>	<b>185,622</b>	<b>4,700</b>	<b>8,746</b>	<b>95.6 %</b>
Personnel	590,921	590,921	131,625	144,116	145,351	152,368	573,460	-	17,461	97.0 %
Operating	130,915	130,915	32,794	32,175	15,140	27,444	107,554	-	23,361	82.2 %
<b>Assessing (141)</b>	<b>721,836</b>	<b>721,836</b>	<b>164,419</b>	<b>176,292</b>	<b>160,491</b>	<b>179,812</b>	<b>681,014</b>	-	<b>40,822</b>	<b>94.3 %</b>
Personnel	510,139	510,139	110,094	117,998	124,868	148,914	501,874	-	8,265	98.4 %
Operating	135,382	122,382	6,578	22,779	27,366	41,651	98,374	-	24,008	80.4 %
<b>Treasurer / Collector (145)</b>	<b>645,521</b>	<b>632,521</b>	<b>116,672</b>	<b>140,777</b>	<b>152,234</b>	<b>190,566</b>	<b>600,248</b>	-	<b>32,273</b>	<b>94.9 %</b>
Personnel	810,289	810,289	182,999	202,637	200,968	218,417	805,021	-	5,268	99.3 %
Operating	1,389,113	1,389,113	1,050,889	75,530	75,852	177,451	1,379,722	190	9,201	99.3 %
<b>Technology Services (155)</b>	<b>2,199,402</b>	<b>2,199,402</b>	<b>1,233,887</b>	<b>278,168</b>	<b>276,820</b>	<b>395,868</b>	<b>2,184,743</b>	<b>190</b>	<b>14,469</b>	<b>99.3 %</b>
Personnel	154,348	154,348	32,779	35,343	24,906	34,683	127,711	-	26,637	82.7 %
Operating	233,362	233,362	2,480	8,398	16,802	150,775	178,455	22,418	32,489	86.1 %
<b>Media Services (194)</b>	<b>387,710</b>	<b>387,710</b>	<b>35,259</b>	<b>43,741</b>	<b>41,708</b>	<b>185,458</b>	<b>306,166</b>	<b>22,418</b>	<b>59,126</b>	<b>84.7 %</b>
<b>TOTAL FINANCE DIVISION</b>	<b>5,142,028</b>	<b>5,726,687</b>	<b>1,816,371</b>	<b>913,180</b>	<b>918,645</b>	<b>1,835,487</b>	<b>5,483,392</b>	<b>27,368</b>	<b>215,927</b>	<b>96.2 %</b>

# CITY OF FRAMINGHAM

## FISCAL YEAR 2019

### QUARTERLY CITY BUDGET

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#### HUMAN RESOURCES DIVISION

Description	FY 2019 Adopted	FY 2019 Revised	FY 2019 Q1 Actual	FY 2019 Q2 Actual	FY 2019 Q3 Actual	FY 2019 Q4 Actual	FY 2019 Actual	FY 2019 Encumb	FY 2019 Balance	FY 2019 % Spent
Personnel	504,726	504,726	115,691	124,956	127,985	134,565	503,197	-	1,529	99.7 %
Operating	98,145	98,145	8,210	21,721	22,560	24,012	76,503	3,704	17,938	81.7 %
<b>Human Resources (152)</b>	<b>602,871</b>	<b>602,871</b>	<b>123,901</b>	<b>146,677</b>	<b>150,546</b>	<b>158,576</b>	<b>579,700</b>	<b>3,704</b>	<b>19,467</b>	<b>96.8 %</b>
Personnel	114,756	114,756	20,289	27,575	28,225	30,049	106,137	-	8,619	92.5 %
Operating	466,300	511,300	118,154	170,364	82,309	105,933	476,761	-	34,539	93.2 %
<b>Veterans Services (543)</b>	<b>581,056</b>	<b>626,056</b>	<b>138,443</b>	<b>197,939</b>	<b>110,534</b>	<b>135,982</b>	<b>582,898</b>	<b>-</b>	<b>43,158</b>	<b>93.1 %</b>
<b>TOTAL HUMAN RESOURCES DIVISION</b>	<b>1,183,927</b>	<b>1,228,927</b>	<b>262,344</b>	<b>344,616</b>	<b>261,079</b>	<b>294,559</b>	<b>1,162,598</b>	<b>3,704</b>	<b>62,625</b>	<b>94.9 %</b>

**CITY OF FRAMINGHAM  
FISCAL YEAR 2019  
QUARTERLY CITY BUDGET**

**COMMUNITY & ECONOMIC  
DEVELOPMENT DIVISION**

	FY 2019 Adopted	FY 2019 Revised	FY 2019 Q1 Actual	FY 2019 Q2 Actual	FY 2019 Q3 Actual	FY 2019 Q4 Actual	FY 2019 Actual	FY 2019 Encumb	FY 2019 Balance	FY 2019 % Spent
Personnel	386,174	410,994	91,400	102,784	101,431	111,599	407,213	-	3,781	99.1 %
Operating	74,355	49,535	2,413	12,054	6,795	11,458	32,720	327	16,489	66.7 %
<b>Community &amp; Economic Development (172)</b>	<b>460,529</b>	<b>460,529</b>	<b>93,813</b>	<b>114,837</b>	<b>108,225</b>	<b>123,057</b>	<b>439,933</b>	<b>327</b>	<b>20,270</b>	<b>95.6 %</b>
Personnel	87,567	78,717	19,291	18,727	11,130	13,516	62,663	-	16,054	79.6 %
Operating	11,550	11,550	845	2,215	1,402	2,618	7,081	2,297	2,173	81.2 %
<b>Zoning Board of Appeals (173)</b>	<b>99,117</b>	<b>90,267</b>	<b>20,136</b>	<b>20,942</b>	<b>12,532</b>	<b>16,134</b>	<b>69,743</b>	<b>2,297</b>	<b>18,227</b>	<b>79.8 %</b>
Personnel	192,310	192,310	61,295	32,924	33,689	45,148	173,055	-	19,255	90.0 %
Operating	53,349	53,349	8,293	5,536	10,623	21,419	36,886	14,629	1,834	96.6 %
<b>Conservation (171)</b>	<b>245,659</b>	<b>245,659</b>	<b>69,588</b>	<b>38,460</b>	<b>44,312</b>	<b>66,567</b>	<b>209,941</b>	<b>14,629</b>	<b>21,089</b>	<b>91.4 %</b>
Personnel	216,232	186,086	36,578	41,018	40,350	43,453	161,398	-	24,688	86.7 %
Operating	20,459	20,459	4,114	3,521	2,613	3,053	8,637	3,816	8,006	60.9 %
<b>Planning Board (175)</b>	<b>236,691</b>	<b>206,545</b>	<b>40,691</b>	<b>44,538</b>	<b>42,963</b>	<b>46,506</b>	<b>170,035</b>	<b>3,816</b>	<b>32,694</b>	<b>84.2 %</b>
<b>TOTAL COMMUNITY &amp; ECONOMIC DEVELOPMENT</b>	<b>1,041,996</b>	<b>1,003,000</b>	<b>224,228</b>	<b>218,777</b>	<b>208,032</b>	<b>252,264</b>	<b>889,652</b>	<b>21,069</b>	<b>92,279</b>	<b>90.8 %</b>

**CITY OF FRAMINGHAM  
FISCAL YEAR 2019  
QUARTERLY CITY BUDGET**

**POLICE DIVISION**

Description	FY 2019 Adopted	FY 2019 Revised	FY 2019 Q1 Actual	FY 2019 Q2 Actual	FY 2019 Q3 Actual	FY 2019 Q4 Actual	FY 2019 Actual	FY 2019 Encumb	FY 2019 Balance	FY 2019 % Spent
Personnel	12,971,801	13,404,801	2,554,000	3,514,104	3,460,346	3,155,729	12,684,179	2,712	717,909	94.6 %
Operating	1,346,608	1,403,608	260,232	360,398	240,190	486,160	1,346,980	33,566	23,062	98.4 %
<b>Police Department (210)</b>	<b>14,318,409</b>	<b>14,808,409</b>	<b>2,814,232</b>	<b>3,874,502</b>	<b>3,700,536</b>	<b>3,641,889</b>	<b>14,031,159</b>	<b>36,279</b>	<b>740,971</b>	<b>95.0 %</b>
Personnel	3,000	3,000	-	-	-	3,000	3,000	-	-	100.0 %
Operating	83,910	83,910	25,851	367	439	51,794	78,450	45	5,414	93.5 %
<b>Framingham Emergency Management Agency</b>	<b>86,910</b>	<b>86,910</b>	<b>25,851</b>	<b>367</b>	<b>439</b>	<b>54,794</b>	<b>81,450</b>	<b>45</b>	<b>5,414</b>	<b>93.8 %</b>
Personnel	154,827	154,827	34,773	37,725	37,744	41,390	151,632	-	3,195	97.9 %
Operating	30,190	30,190	1,691	3,682	4,299	3,608	13,280	1,030	15,880	47.4 %
<b>Animal Control (292)</b>	<b>185,017</b>	<b>185,017</b>	<b>36,465</b>	<b>41,407</b>	<b>42,043</b>	<b>44,998</b>	<b>164,912</b>	<b>1,030</b>	<b>19,075</b>	<b>89.7 %</b>
<b>TOTAL POLICE DIVISION</b>	<b>14,590,336</b>	<b>15,080,336</b>	<b>2,876,548</b>	<b>3,916,276</b>	<b>3,743,017</b>	<b>3,741,680</b>	<b>14,277,521</b>	<b>37,354</b>	<b>765,461</b>	<b>94.9 %</b>

**CITY OF FRAMINGHAM**  
**FISCAL YEAR 2019**  
**QUARTERLY CITY BUDGET**

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FIRE DIVISION		FY 2019 Adopted	FY 2019 Revised	FY 2019 Q1 Actual	FY 2019 Q2 Actual	FY 2019 Q3 Actual	FY 2019 Q4 Actual	FY 2019 Actual	FY 2019 Encumb	FY 2019 Balance	FY 2019 % Spent
Description											
Personnel		14,008,381	13,868,381	2,745,115	3,982,196	2,955,857	3,901,260	13,584,428	-	283,953	98.0 %
Operating		821,474	961,474	112,103	234,203	120,537	399,455	866,297	27,390	67,787	92.9 %
Fire Department (220)		14,829,855	14,829,855	2,857,217	4,216,399	3,076,393	4,300,715	14,450,725	27,390	351,740	97.6 %
TOTAL FIRE DIVISION		14,829,855	14,829,855	2,857,217	4,216,399	3,076,393	4,300,715	14,450,725	27,390	351,740	97.6 %

**CITY OF FRAMINGHAM  
FISCAL YEAR 2019  
QUARTERLY CITY BUDGET**

**PUBLIC WORKS DIVISION**

Description	FY 2019 Adopted	FY 2019 Revised	FY 2019 Q1 Actual	FY 2019 Q2 Actual	FY 2019 Q3 Actual	FY 2019 Q4 Actual	FY 2019 Actual	FY 2019 Encumb	FY 2019 Balance	FY 2019 % Spent
Personnel	420,976	420,976	98,932	95,883	99,503	111,009	405,326	-	15,650	96.3 %
Operating	599,825	571,825	69,116	98,289	113,658	249,368	530,330	11,004	30,490	94.7 %
<b>Streetslights (424)</b>	<b>1,020,801</b>	<b>992,801</b>	<b>168,048</b>	<b>194,172</b>	<b>213,160</b>	<b>360,377</b>	<b>935,657</b>	<b>11,004</b>	<b>46,140</b>	<b>95.4 %</b>
Personnel	941,199	941,199	211,345	228,708	232,704	256,412	929,170	-	12,029	98.7 %
Operating	98,428	98,428	16,201	19,151	13,379	46,830	89,648	269	8,512	91.4 %
<b>Engineering (411)</b>	<b>1,039,627</b>	<b>1,039,627</b>	<b>227,546</b>	<b>247,859</b>	<b>246,083</b>	<b>303,242</b>	<b>1,018,817</b>	<b>269</b>	<b>20,541</b>	<b>98.0 %</b>
Personnel	549,796	560,796	122,595	138,753	137,396	159,234	557,977	-	2,819	99.5 %
Operating	49,254	46,754	6,056	11,606	5,444	13,914	30,106	7,723	8,925	80.9 %
<b>Administration (421)</b>	<b>599,050</b>	<b>607,550</b>	<b>128,650</b>	<b>150,359</b>	<b>142,840</b>	<b>173,149</b>	<b>588,083</b>	<b>7,723</b>	<b>11,743</b>	<b>98.1 %</b>
Personnel	2,449,785	2,426,265	578,854	570,592	537,248	652,821	2,339,515	-	86,750	96.4 %
Operating	1,438,873	1,438,873	180,239	385,936	303,164	548,500	1,408,350	25,274	5,250	99.6 %
<b>Highway (422)</b>	<b>3,888,658</b>	<b>3,865,138</b>	<b>759,093</b>	<b>956,528</b>	<b>840,412</b>	<b>1,201,320</b>	<b>3,747,864</b>	<b>25,274</b>	<b>92,000</b>	<b>97.6 %</b>
Personnel	519,338	663,867	7,793	115,739	529,429	4,476	657,438	-	6,429	99.0 %
Operating	1,135,350	1,448,047	44,908	381,500	942,620	87,864	1,456,892	-	(8,845)	100.6 %
<b>Snow &amp; Ice (423)</b>	<b>1,654,688</b>	<b>2,111,914</b>	<b>52,701</b>	<b>497,239</b>	<b>1,472,049</b>	<b>92,341</b>	<b>2,114,330</b>	<b>-</b>	<b>(2,416)</b>	<b>100.1 %</b>
Personnel	649,928	662,448	155,370	159,002	156,284	180,286	650,942	-	11,506	98.3 %
Operating	551,670	576,670	152,298	132,121	109,806	173,539	565,630	7,209	3,831	99.3 %
<b>Fleet, Facilities &amp; Communications (429)</b>	<b>1,201,598</b>	<b>1,239,118</b>	<b>307,668</b>	<b>291,123</b>	<b>266,090</b>	<b>353,825</b>	<b>1,216,572</b>	<b>7,209</b>	<b>15,337</b>	<b>98.8 %</b>
Personnel	1,635,347	1,635,347	382,766	388,341	366,304	441,251	1,578,662	-	56,685	96.5 %
Operating	2,196,554	2,393,054	367,241	712,122	570,471	754,710	2,351,545	39,824	1,685	99.9 %
<b>Sanitation (433)</b>	<b>3,831,901</b>	<b>4,028,401</b>	<b>750,007</b>	<b>1,100,463</b>	<b>936,776</b>	<b>1,195,961</b>	<b>3,930,208</b>	<b>39,824</b>	<b>58,369</b>	<b>98.6 %</b>
<b>TOTAL PUBLIC WORKS DIVISION</b>	<b>13,236,323</b>	<b>13,884,549</b>	<b>2,393,713</b>	<b>3,437,744</b>	<b>4,117,411</b>	<b>3,680,215</b>	<b>13,551,531</b>	<b>91,303</b>	<b>241,715</b>	<b>98.3 %</b>

**CITY OF FRAMINGHAM  
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**PARKS & RECREATION DIVISION**

Description	FY 2019 Adopted	FY 2019 Revised	FY 2019 Q1 Actual	FY 2019 Q2 Actual	FY 2019 Q3 Actual	FY 2019 Q4 Actual	FY 2019 Actual	FY 2019 Encumb	FY 2019 Balance	FY 2019 % Spent
Operating	35,504	35,504	4,905	1,900	4,905	21,701	33,411	-	2,093	94.1 %
<b>Cemeteries (491)</b>	<b>35,504</b>	<b>35,504</b>	<b>4,905</b>	<b>1,900</b>	<b>4,905</b>	<b>21,701</b>	<b>33,411</b>	<b>-</b>	<b>2,093</b>	<b>94.1 %</b>
Personnel	490,172	490,172	98,925	110,457	111,844	147,042	468,268	-	21,904	95.5 %
Operating	25,143	25,143	1,825	4,448	2,738	10,258	19,269	-	5,874	76.6 %
<b>Council on Aging (541)</b>	<b>515,315</b>	<b>515,315</b>	<b>100,749</b>	<b>114,906</b>	<b>114,583</b>	<b>157,299</b>	<b>487,537</b>	<b>-</b>	<b>27,778</b>	<b>94.6 %</b>
Personnel	2,249,784	2,249,784	636,182	530,125	426,324	623,422	2,216,053	-	33,731	98.5 %
Operating	678,752	678,752	78,249	137,226	100,722	350,233	666,430	-	12,322	98.2 %
<b>Parks &amp; Recreation (650)</b>	<b>2,928,536</b>	<b>2,928,536</b>	<b>714,431</b>	<b>667,352</b>	<b>527,046</b>	<b>973,655</b>	<b>2,882,484</b>	<b>-</b>	<b>46,052</b>	<b>98.4 %</b>
Personnel	331,708	331,708	63,235	87,967	91,926	84,994	328,122	-	3,586	98.9 %
Operating	267,539	267,539	48,864	50,343	82,793	67,989	249,989	-	17,550	93.4 %
<b>Arena (680)</b>	<b>599,247</b>	<b>599,247</b>	<b>112,099</b>	<b>138,310</b>	<b>174,719</b>	<b>152,982</b>	<b>578,110</b>	<b>-</b>	<b>21,137</b>	<b>96.5 %</b>
<b>TOTAL PARKS &amp; RECREATION DIVISION</b>	<b>4,078,602</b>	<b>4,078,602</b>	<b>932,184</b>	<b>922,467</b>	<b>821,253</b>	<b>1,305,637</b>	<b>3,981,541</b>	<b>-</b>	<b>97,061</b>	<b>97.6 %</b>

CITY OF FRAMINGHAM  
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INSPECTIONAL SERVICES DIVISION

Description	FY 2019 Adopted	FY 2019 Revised	FY 2019 Q1 Actual	FY 2019 Q2 Actual	FY 2019 Q3 Actual	FY 2019 Q4 Actual	FY 2019 Actual	FY 2019 Encumb	FY 2019 Balance	FY 2019 % Spent
Personnel	1,054,472	1,027,972	203,525	233,560	228,309	258,286	923,680	-	104,292	89.9 %
Operating	63,450	117,950	24,972	25,005	30,271	30,018	110,266	-	7,684	93.5 %
<b>Building Inspection (241)</b>	<b>1,117,922</b>	<b>1,145,922</b>	<b>228,497</b>	<b>258,565</b>	<b>258,579</b>	<b>288,304</b>	<b>1,033,946</b>	-	<b>111,976</b>	<b>90.2 %</b>
Personnel	79,006	48,782	9,590	11,378	11,044	10,757	42,769	-	6,013	87.7 %
Operating	11,100	11,100	1,690	345	376	4,136	6,547	-	4,553	59.0 %
<b>Weights &amp; Measures (244)</b>	<b>90,106</b>	<b>59,882</b>	<b>11,281</b>	<b>11,723</b>	<b>11,419</b>	<b>14,893</b>	<b>49,316</b>	-	<b>10,566</b>	<b>82.4 %</b>
<b>TOTAL INSPECTIONAL SERVICES DIVISION</b>	<b>1,208,028</b>	<b>1,205,804</b>	<b>239,778</b>	<b>270,288</b>	<b>269,999</b>	<b>303,197</b>	<b>1,083,262</b>	-	<b>122,542</b>	<b>89.8 %</b>

**CITY OF FRAMINGHAM  
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**PUBLIC HEALTH DEPARTMENT**

Description	FY 2019 Adopted	FY 2019 Revised	FY 2019 Q1 Actual	FY 2019 Q2 Actual	FY 2019 Q3 Actual	FY 2019 Q4 Actual	FY 2019 Actual	FY 2019 Encumb	FY 2019 Balance	FY 2019 % Spent
Personnel	987,948	951,796	190,682	214,044	206,258	244,279	855,263	-	96,533	89.9 %
Operating	188,347	188,347	45,505	13,829	46,927	46,516	152,776	6,193	29,378	84.4 %
Health Department (511)	1,176,295	1,140,143	236,186	227,872	253,185	290,795	1,008,039	6,193	125,911	89.0 %
<b>TOTAL PUBLIC HEALTH DEPARTMENT</b>	<b>1,176,295</b>	<b>1,140,143</b>	<b>236,186</b>	<b>227,872</b>	<b>253,185</b>	<b>290,795</b>	<b>1,008,039</b>	<b>6,193</b>	<b>125,911</b>	<b>89.0 %</b>

**CITY OF FRAMINGHAM  
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**ELECTED BOARDS**

Description	FY 2019 Adopted	FY 2019 Revised	FY 2019 Q1 Actual	FY 2019 Q2 Actual	FY 2019 Q3 Actual	FY 2019 Q4 Actual	FY 2019 Actual	FY 2019 Encumb	FY 2019 Balance	FY 2019 % Spent
Personnel	2,631,332	2,631,332	590,588	639,456	647,191	733,446	2,610,682	-	20,650	99.2 %
Operating	688,022	688,022	170,768	140,783	115,427	159,186	585,269	54,592	48,161	93.0 %
Library (610)	3,319,354	3,319,354	761,356	780,239	762,618	892,632	3,195,951	54,592	68,811	97.9 %
<b>TOTAL ELECTED BOARDS</b>	<b>3,319,354</b>	<b>3,319,354</b>	<b>761,356</b>	<b>780,239</b>	<b>762,618</b>	<b>892,632</b>	<b>3,195,951</b>	<b>54,592</b>	<b>68,811</b>	<b>97.9 %</b>

**CITY OF FRAMINGHAM  
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**WATER & SEWER DIVISION**

Description	FY 2019 Adopted	FY 2019 Revised	FY 2019 Q1 Actual	FY 2019 Q2 Actual	FY 2019 Q3 Actual	FY 2019 Q4 Actual	FY 2019 Actual	FY 2019 Encumb	FY 2019 Balance	FY 2019 % Spent
Personnel	3,423,805	3,423,805	778,990	763,527	702,901	738,505	2,983,922	-	439,883	87.2 %
Operating	19,532,004	19,882,004	3,567,201	7,830,326	3,698,336	4,639,255	19,718,968	88,244	74,792	99.6 %
<b>Water Department (450)</b>	<b>22,955,809</b>	<b>23,305,809</b>	<b>4,346,191</b>	<b>8,593,853</b>	<b>4,401,237</b>	<b>5,377,760</b>	<b>22,702,890</b>	<b>88,244</b>	<b>514,675</b>	<b>97.8 %</b>
Personnel	2,988,713	2,988,713	683,419	633,101	604,740	667,381	2,588,641	-	400,072	86.6 %
Operating	27,557,123	28,432,123	8,577,075	9,856,868	4,888,698	5,009,998	28,305,453	67,542	59,128	99.8 %
<b>Sewer Department (440)</b>	<b>30,545,836</b>	<b>31,420,836</b>	<b>9,260,494</b>	<b>10,489,969</b>	<b>5,493,438</b>	<b>5,677,378</b>	<b>30,894,094</b>	<b>67,542</b>	<b>459,200</b>	<b>98.5 %</b>
<b>TOTAL WATER &amp; SEWER DIVISION</b>	<b>53,501,645</b>	<b>54,726,645</b>	<b>13,606,685</b>	<b>19,083,822</b>	<b>9,894,675</b>	<b>11,055,138</b>	<b>53,596,984</b>	<b>155,786</b>	<b>973,875</b>	<b>98.2 %</b>

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**MISCELLANEOUS**

Description	FY 2019 Adopted	FY 2019 Revised	FY 2019 Q1 Actual	FY 2019 Q2 Actual	FY 2019 Q3 Actual	FY 2019 Q4 Actual	FY 2019 Actual	FY 2019 Encumb	FY 2019 Balance	FY 2019 % Spent
Miscellaneous	35,087,434	34,452,434	8,550,850	8,293,125	7,881,471	8,928,180	33,631,300	120,153	700,981	98.0 %
<b>UNCLASSIFIED (900)</b>	<b>35,087,434</b>	<b>34,452,434</b>	<b>8,550,850</b>	<b>8,293,125</b>	<b>7,881,471</b>	<b>8,928,180</b>	<b>33,631,300</b>	<b>120,153</b>	<b>700,981</b>	<b>98.0 %</b>
Retirement/FICA/OPEB	17,796,843	17,896,843	16,089,385	611,329	533,892	595,086	17,829,692	-	67,151	99.6 %
<b>RETIREMENT (350)</b>	<b>17,796,843</b>	<b>17,896,843</b>	<b>16,089,385</b>	<b>611,329</b>	<b>533,892</b>	<b>595,086</b>	<b>17,829,692</b>	<b>-</b>	<b>67,151</b>	<b>99.6 %</b>
Debt	15,221,898	14,764,672	144,530	9,146,724	2,237,368	2,723,208	14,251,830	-	512,841	96.5 %
<b>DEBT (759)</b>	<b>15,221,898</b>	<b>14,764,672</b>	<b>144,530</b>	<b>9,146,724</b>	<b>2,237,368</b>	<b>2,723,208</b>	<b>14,251,830</b>	<b>-</b>	<b>512,841</b>	<b>96.5 %</b>
Non-Appropriated	9,997,496	10,069,122	1,985,881	2,041,738	2,004,529	1,915,792	7,947,940	-	2,121,182	78.9 %
<b>NON-APPROPRIATED ITEMS (145)</b>	<b>9,997,496</b>	<b>10,069,122</b>	<b>1,985,881</b>	<b>2,041,738</b>	<b>2,004,529</b>	<b>1,915,792</b>	<b>7,947,940</b>	<b>-</b>	<b>2,121,182</b>	<b>78.9 %</b>
<b>TOTAL MISCELLANEOUS</b>	<b>78,103,671</b>	<b>77,183,071</b>	<b>26,770,645</b>	<b>20,092,917</b>	<b>12,657,260</b>	<b>14,162,265</b>	<b>73,660,762</b>	<b>120,153</b>	<b>3,402,155</b>	<b>95.6 %</b>

**CITY OF FRAMINGHAM  
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KEEFE TECHNICAL		FY 2019 Adopted	FY 2019 Revised	FY 2019 Q1 Actual	FY 2019 Q2 Actual	FY 2019 Q3 Actual	FY 2019 Q4 Actual	FY 2019 Actual	FY 2019 Encumb	FY 2019 Balance	FY 2019 % Spent
Description											
Operating		8,992,888	8,992,888	4,496,449		2,248,224	2,248,224	8,992,897	-	(9)	100.0 %
Keefe Technical (901)		8,992,888	8,992,888	4,496,449		2,248,224	2,248,224	8,992,897	-	(9)	100.0 %
<b>TOTAL KEEFE TECHNICAL</b>		<b>8,992,888</b>	<b>8,992,888</b>	<b>4,496,449</b>		<b>2,248,224</b>	<b>2,248,224</b>	<b>8,992,897</b>	<b>-</b>	<b>(9)</b>	<b>100.0 %</b>

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PERSONNEL & OPERATING TOTALS		FY 2019 Adopted	FY 2019 Revised	FY 2019 Q1 Actual	FY 2019 Q2 Actual	FY 2019 Q3 Actual	FY 2019 Q4 Actual	FY 2019 Actual	FY 2019 Encumb	FY 2019 Balance	FY 2019 % Spent
Personnel		55,457,306	55,765,560	11,628,673	14,093,579	13,179,088	14,230,994	53,132,335	2,753	2,630,472	95.3 %
Operating		71,937,987	74,422,768	19,910,770	21,355,153	14,442,238	17,404,449	72,976,815	478,430	967,523	98.7 %
Non-Operating		78,103,671	77,183,071	26,770,645	20,092,917	12,657,260	14,162,265	73,660,762	120,153	3,402,155	95.6 %
GRAND TOTAL		205,498,964	207,371,399	58,310,088	55,541,650	40,278,586	45,797,709	199,769,912	601,336	7,000,151	96.6 %

FRAMINGHAM  
MASSACHUSETTS

# FY'19 Annual Report



City of Framingham  
150 Concord Street  
Framingham, MA 01702  
(508) 532-5411